

**MNS UNIVERSITY OF AGRICULTURE, MULTAN,
PAKISTAN**

Email: oric@mnsuam.edu.pk

TRAVEL GRANT APPLICATION FORM

For presenting papers in International Conferences (inland or abroad)

1. Your profile

<i>Name</i>	
<i>Designation</i>	
<i>Department</i>	
<i>Faculty</i>	
<i>CNIC #</i>	
<i>Highest qualification</i>	
<i>Postal Address</i>	
<i>E-mail</i>	
<i>Phone(s)</i>	

2. Detail of the paper

<i>Title of the paper</i>
<i>Where the research was conducted</i>
<i>When the research was conducted</i>
<i>Owner of the research, self or student?</i>
<i>Paper accepted for oral or poster presentation? (attach acceptance of Host Institute)</i>
<i>Name of Journal, where full length paper will be submitted after abstract presentation</i>
<i>Have you applied to any other source for funding? What is the status?</i>

3. Details of the conference

<i>Title of event</i>	
<i>Main theme of the event</i>	
<i>Date and duration</i>	
<i>Venue</i>	
<i>Organized by</i>	

4. Your understanding about this event regarding aims and objectives of the travel grant

<i>How this event is a learning opportunity?</i>
<i>How this event is a linkages opportunity?</i>
<i>How this event is a knowledge sharing opportunity?</i>

5. Funds requested**A: Inland**

<i>Registration fee</i>	
<i>Daily allowance @ Rs. per day</i>	
<i>Total funds requested</i>	

B: Abroad (attach all evidences)

<i>Economy class return air-fare through shortest possible route, preferably by PIA (attach 3 quotations)</i>	
<i>Daily allowance as per Govt. rules only for conference/training days</i>	
<i>Total funds requested</i>	

* Negotiate to get it waived off.

6. Any added justification/advantage you consider can support the award of travel grant

--

7. Details of travel grants availed so far (previous two years) if applying for Travel grants abroad.

<i>Sr.No</i>	<i>Title of presentation</i>	<i>Country/venue</i>	<i>Date/Duration</i>	<i>Funding agency</i>

8. Undertaking by the applicant

I hereby undertake and affirm that

- The substance of the research paper being presented is based on the original research conducted by me / us at the MNS University of Agriculture, Multan. In case any plagiarism is proved, apart from penalties imposed, I will refund entire amount of grant.
- The paper being presented in this conference has not been presented before in any conference/ workshop etc. and also has not been published elsewhere.
- All the information provided above is true to the best of my knowledge and belief.
- If the grant is provided, I shall solely be responsible for its proper utilization, adjustment with used air ticket, boarding documents and other receipts of expenditure, and I shall refund the grant in case of cancellation of the event/visit.
- On return, I shall arrange to deliver this presentation within one month of my return at the university level (in video conference room/GRC) and notify the date of presentation in GRC
- I shall submit a detailed report of all the activities (Annexure I) during my visit abroad/inland on the prescribed format, particularly listing the scientists (with the e-mails, addresses, affiliations), with whom I have interacted. I shall keep a contact with the listed scientists and make efforts for developing concrete linkages/collaborations with them in future.
- I shall submit a full text paper for publication in a journal after presenting in the proposed conference and provide a copy of the published paper to ORIC.

SIGNATURES OF THE APPLICANT

9. Recommendations from the Director/Chairperson of the Institute/Department

1. Documents and information provided have been verified and found correct.
2. Application is recommended/not recommended for travel grant due to the following:
 - (i)
 - (ii)
 - (iii)

OFFICE STAMP WITH DATE

SIGNATURE

CHECK LIST OF ATTACHMENTS

Please ensure that relevant documents are attached. Please tick the relevant box.



1.	Acceptance as “oral or poster presentation” based on original research data in the respective conference.	
2.	Conference brochure, containing aims objectives, themes.	
3.	Economy class airfare certificate by the shortest route (3 quotations from different travel agencies).	
4.	Full text paper (soft and hard copies) that will be submitted for publication in a journal after presenting the abstracts in proposed conference. The paper should meet all the technical, editorial and formatting requirements of the journal where submission has to be made.	
5.	In case the applicant is not the owner/principal author of the research work, please attach NOC from the owner/principal author	
6.	Proof of Submission of application to any other national/international funding agency and its status.	
7.	Brief CV of the applicant (2-3 pages)	