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SCHEME FOR
FINANCIAL ASSISTANCE FOR
PARTICIPATION IN CONFERENCES
AND COMPARATIVE RESEARCH STUDIES ABROAD

NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION
17-B, Sri aurobindo Marg,
New Delhi-110016

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NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION
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SCHEME FOR FINANCIAL ASSISTANCE FOR PARTICIPATION IN
CONFERENCE/SEMINARS ABROAD

ELIGIBILITY

The National Institute of Educational Planning and Administration provides financial assistance for participation in conference/seminars organised abroad to those faculty members who have been invited to contribute and present a paper at a particular conference. The faculty members who have been invited to deliver a key note address, chair session or have been chosen as convenors and/or rapporteurs of a session are not eligible for assistance. The assistance is also not available to faculty members who have been invited to attend training, refresher or summer courses abroad.

NATURE OF ASSISTANCE

The Institute will reimburse to and fro excursion class air fare by the shortest route. The faculty may also be paid the Registration Fee for the conference and per diem upto 5 days or the duration of the conference, whichever is less, may be fixed as per the eligibility of the person concerned and in tune with the Government of India norms.

It may also be noted that while applying for Financial Assistant under the scheme, the faculty member concerned should apply to funding agencies like Department of Science and Technology, ICSSR etc. for possible assistance. It will be mandatory for the faculty member to remit any amount so received, to the Institute.

CONDITIONS

1. The faculty member will be eligible for the assistance once in three years and for not more than twice during his/her life time.
2. Preference will be given to younger promising faculty members who are to serve the Institute for longer period.
3. Preference will be given to faculty member participating in conferences held in neighbouring and other developing countries.
4. NIEPA reserves the right to publish the paper presented in the seminars, conferences in its Journal of Educational Planning and Administration, or Pariprekshya in Hindi or in its occasional paper series, without, however, precluding the right of the seminar/conference organisers to publish the same.

HOW AND WHEN TO APPLY

1. Application must be made on the enclosed proforma and should reach the office of the Director of the Institute on a date allowing atleast one month time for completion of formalities.

The financial assistance under these schemes is subject to the availability of budgetary resources.

2. Application must be accompanied by the following documents :-

- a) 3 copies of the full length paper along with the abstract of the paper which has been accepted for presentation at the conference relating to education and related science discipline having a bearing on educational planning and development.
- b) Photocopy of the letter of invitation and the letter indicating acceptance of the paper for presentation.
- c) Photocopy of the booklet of the conference.
- d) The date and venue of the conference: and
- e) Theme of the conference.

3. It will be faculty member's responsibility to make his/her travel arrangements (visa, foreign exchange permit, ticket etc.). However: a photocopy each of air ticket and foreign exchange permit must be submitted to the Institute.

NORMS/PRINCIPLES WHICH MAY GOVERN GRANT OF TRAVEL AND MAINTENANCE ALLOWANCE

1. Ordinarily, a faculty member should have put in a minimum of three years in the Institute before being eligible to receive the financial assistance for participating in the international conference.
2. At least three years should have lapsed since the last time a faculty member concerned was given financial assistance for the aforesaid purpose.
3. Assistance forthcoming from other concerned sources about be indicated in the application by the applicant.

The cost of both ways passage by shortest excursion/economy class paid by the faculty member should be intimated to the Institute.

FINANCIAL ASSISTANCE FOR CONDUCTING COMPARATIVE RESEARCH STUDIES ABROAD

The Review Committee of NIEPA while laying stress on the view that NIEPA should be known nationally and internationally for its high quality research has emphasised that one category of research that should be undertaken by the Institute is what can be classified as comparative studies. There is a specific reason also why the Institute should devote more attention to comparative education studies. NIEPA has reached a level of maturity and built up a secure research base that can allow it to foray into new ventures of research. The research skills have been developed and considerable data on and understanding of the Indian educational scene has been created. To function as a professional and technical resource for policy advice it needs now to locate Indian experience in the context of vast changes that other countries within similar or dissimilar governmental systems are implementing in their educational systems.

The understanding and analysis of educational policy changes in other countries is growing in importance for India now that educational system is being opened up to international ideas and practices. The international funding agencies are providing increasing opportunities for introducing Indian scholars and practitioners to new ideas and new practices through the consultants who come in as part of the financial aid. The interaction between the Indian and foreign consultants would be considerably enriched if both base themselves on some common assumptions. The openness and the exchange of information and ideas also leads to an effort at standardisation of educational practices. Such standardisation can come through only when comparative studies help develop greater commonalities in aims, processes and institutions in the educational sector. Otherwise the interaction would be uneven and lead to adoption of ideas that may be out of context and may not be institutionalised.

Keeping in view this perspective, the Institute proposes to provide funds for conducting comparative studies in educational planning and management. The purpose of these studies would be to enable members of the faculty to personally undertake research in countries which may be sending representatives to our programmes of training. It will be necessary for the faculty member to affiliate herself with an institution in the country with which she wants to do research and have her research proposal mutually approved by this Institute as well as the other Institute/University department. This will help in determining a comparative framework and support of the foreign institutions.

ELIGIBILITY

1. The faculty member above Associate Fellow should have put in a minimum of three years in the institute for becoming eligible for assistance.
2. He should have conducted at least two to three good action research studies in Educational Planning and Administration.
3. At least three years should have lapsed since the last time a faculty member concerned was given financial assistance for the aforesaid purpose.
4. The research project needs to be approved by the PPC after following the proper procedures of approval of Research Studies.
5. The concerned faculty member should have also an affiliation letter from a Research Institute/University of the host country for eligibility.

NATURE OF ASSISTANCE

- 1. Excursion return fare will be reimbursed upto Rs. 40,000-. The say will not be for more than 3 months.
- 2. The payment of maintenance allowance during the 1st 60 days would restricted to be @ USS 40 per day. Payment during the third month to the faculty members going abroad for comparative study would be USS 50 per day.
- 3. Any unspent money will be refunded to the Institute if the scholar returns early for any reason.

OTHER CONDITIONS

- 1. The visit approved during any financial year will not be kept in abeyance for the next financial year. In case a faculty member cannot make use of the assistance approved for one reason or the other, he or she will have to apply afresh during the next financial year.
- 2. The faculty will arrange for her own foreign exchange permit and complete all other formalities connected with the journey.
- 3. On return the faculty will submit a detailed report on the work done and the full account of the money spent other than per diem.
- 4. The researcher will have to fill up a bond for serving the institute for at least three years after completion of such research study with the assistance of the institute.
- 5. This assistance will also be available to the faculty for not more than twice during the life time.
- 6. The decision of the Director for grant of assistance for such studies would be final

HOW AND WHEN TO APPLY

The application for comparative studies will be received in May and November of each year. All the applications must be accompanied by the following documents :

- 1. Three copies of detailed research proposal indicating the problem to be studied, framework, hypotheses, methodology as well as identification of gaps in the existing research work which has necessitated the trip abroad. The faculty member must also provide a list of documents to be referred to, libraries to be visited and so on....
- 2. A copy of letter of affiliations from libraries/institutes concerned indicating that they have these documents and that these would be made available to the scholar when he or she visits them.
- 3. In case field work is involved, the faculty member must obtain permission from the proper authorities in the country concerned to that effect before his/her departure and submit a copy of such communication to the Institute.
- 4. A copy of certificate of proficiency in the language of country to be visited (especially in countries where documents are not available in English and where English is not usually understood) or any alternative strategy that the scholar has in mind.

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ASSISTANCE TO FOREIGN SCHOLARS VISITING THE INSTITUTE FOR CONDUCTING COMPARATIVE STUDIES

The foreign scholars coming to the Institute for conducting comparative studies relating to educational problem or policies would be provided financial assistance as under :

1. Suitable accommodation in NIEPA Guest House would be provided free of cost.
2. All the facilities regarding consulting the library for completion of the research study will also be made available during the stay of the Scholar in the Institute.
3. The local hospitality i.e. lunch, coffee, tea, dinner etc. subject to the expenditure of Rs. 150/- per day will be provided to the scholar for the duration of their stay in the Institute.
4. The maximum duration of the stay should not exceed three months in the Institute.
5. The scholar on the basis of the research being undertaken by him/her could also be asked to act as Resource Person in the training programmes of the Institute during the stay.
6. The scholar will have to indicate the other sources of funding for conducting the comparative study.
7. The Institute may provide a cash allowance of Rs. 75 per day in lieu of transport for thirty days to the scholars if the duration of stay in guest house for conducting the study is for three months.
8. A sum not exceeding Rs. 50. - per day can be paid as out of pocket allowance for the maximum period of thirty days only, if per diem is not received by the researcher from any other funding agency for conducting the study.
9. Only two scholars will be allowed this assistance during the financial year.

CONFIDENTIAL

F.No. _____

NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION
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NEW DELHI-110017

COMPETITIVE PAPER EVALUATION FORM

Date sent Date due

Name of the Scholar
(bio-data enclosed)

Conference/Seminars

Conference Date and Venue

Theme of the Paper

Session of the Conference/Seminars

Key to going A= Very good B = Good C = Satisfactory D= Average E=Poor

| | | Grade |
|----|--|-----------|
| 1. | Relevance of the paper to the Conference theme | A B C D E |
| 2. | Relevance of this paper to the Session In the Conference | A B C D E |
| 3. | Significance | |
| | (a) Importance of problem examined | A B C D E |
| | (b) Importance of stated objectives | A B C D E |
| 4. | Content | |
| | (a) Level of originality of ideas | A B C D E |
| | (b) Treatment of the theme | A B C D E |
| | (c) Potential contribution to Discipline | A B C D E |

Method

(a) Validity-how well does the paper Measure what it purports to measure.

ABCDE NA

(b) Reliability-sample size, sampling Measurement etc.

ABCDE NA

(c) Adequacy of study design

ABCDE NA

6. Communication Effectiveness

(a) Clarity of style

ABCDE

(b) Logical analysis of evidence

ABCDE

(c) Conciseness

ABCDE

(d) Clarity of state objectives

ABCDE

7. Credentials of the scholar

ABCDE

Recommendation for Conference

[] Unconditionally accept

[] Lean toward acceptance (with minor revisions which may be suggested)

[] Lean toward rejection (major revision needed)

[] Definitely reject

Remarks

Signature of the Consultant
Name and Address

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APPLICATION FORM FOR FINANCIAL ASSISTANCE FOR
COMPERATIVE STUDY ABROAD

1. Name
2. Designation
3. Date of Birth
4. Sex
5. Nationality
6. Do you belong to schedule Caste or Schedule Tribe
(kindly specify)
7. Basic Discipline
8. Office Address

9. Residential Address

Telephone Cable
10. Title of the Research Project

Telephone
11. Name of the Unit
12. Location fo the Project

13. How long have you been working on the project? Please also state the quantum of work done so far

14. (a) Sources of funding

(b) Please specify what amount from the total budget was approved by the funding agency for your visit abroad in connection with the project

(c) In case the funding agency did not provide any funds for visit abroad while approving the total budget what reasons were advanced for not providing it.

15. What kind of assistance have you received in the past from the NIEPA?

16.

(a) Final report of the study submitted

(b) Amount received

(c) The year of receipt of assistance

17. What other organizations in Indian and abroad have you approached for financial assistance for financial assistance for visit abroad in connection with this project and what quantum of assistance have they agreed to give you?

18. Countries you wish to visit in connection with this research project

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APPLICATION FORM FOR FINANCIAL ASSISTANCE FOR PARTICIPATION
IN CONFERENCE ABROAD

CONFERENCE PARTICULARS

Name of the Conference

Conference Theme

Duration/Dates

Place: City

Country

Session in which you are to present your paper

Title of the paper

1. Name
2. Designation
3. Date of birth Sex:
4. Do you belong to Scheduled caste or Scheduled tribe (Kindly specify)

5. Basic discipline

6. Office address

Telephone:

Cable:

7. Residential address

Telephone:

8. Nature of assistance required

(a) air fare

Rs.

(b) maintenance

US \$/Re. equivalent

9. Are you receiving/do you hope to receive any financial assistance from the organizers of the Conference? (Kindly specify the kind and quantum of assistance)

10. (a) To what other organizations have you applied for assistance:

(b) What has been their response?

11. For what Conference has the NIEPA given you assistance in the past (kindly specify the Conference, year and the nature of assistance received)

How many times did you approach the NIEPA in the past five years for participation in Conference abroad and why was your application not accepted/considered? (kindly tick)

- (a) Approaching for the first time []
- (b) Large number of application made []
- (c) Not processed because of
 - Time constraint []
 - Financial constraint []
- (d) Rejected as it was not recommended by the expert []
- (e) Approved but could not avail []

13. Are you attending the Conference abroad for the first time, and if not, what international conference have you attended in the last five years.

15. Give the names and address of three experts in your area of work

16. Why do you think it is important for you to attend this Conference and what benefit do you have to derive from it.

Date:.....

Place:.....

Signature of the Applicant

Documents to be sent along with this application

1. Three copies of the full length research paper
2. Three copies of the Bio-data
3. One copy the letter of invitation
4. Photocopy of the booklet on Conference