

# Policy for Financial Support



**OFFICE OF THE PRINCIPAL**  
**NALBARI COLLEGE**

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Ref. No.

Date

## Policy Document

### **POLICY FOR FINANCIAL SUPPORT TO TEACHING STAFFS TO ATTEND CONFERENCES, WORKSHOPS, SEMINARS AND MEMBERSHIP FEES OF PROFESSIONAL BODIES**

#### **1. Introduction**

Research and quality improvement in the teaching and learning process contribute to classroom excellence. Education has undergone significant structural changes both nationally and globally, increasing accessibility to learning. Consequently, teachers must be more adaptable, flexible, and diverse in their approaches. This policy is designed to support faculty members in progressing their academic careers.

#### **2. Objective**

The objectives of the policy are:

- To promote the research attitude of faculty members.
- To create a research-intensive environment in the college.
- To encourage the faculty members to showcase their activities in the relevant research community.
- To boost collaborative work.
- To promote and motivate faculty members to avail funding assistance for research, outreach/extension activities, or nationally recognized UGC programmes from various funding organizations.

CONT

- To encourage faculty members to acquire membership in professional bodies.
- To support the faculty members in strengthening their academic credentials.
- To do something good for the all-around upliftment of society through research works.


### **3. Nature of assistance available**

- Faculty members will get financial support for attending seminars, conferences, and workshops.
- Faculty members will get financial support to obtain membership in professional bodies.
- The nature of financial assistance will depend on the fund position and reimbursement can be either fully or partially.

### **4. Procedure for availing the grant**

- A faculty member willing to avail financial support is required to give an application to the principal giving details of the programme to be attended.
- After attending the programme, the concerned faculty must submit the participation certificate and other relevant documents to the IQAC.
- The accounts department will reimburse the amount after due verification of the documents

**N.B:** The policy may undergo periodic review if required.

  
Principal  
Nalbari College, Nalbari  
Nalbari, Assam



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Ref. No/Nc/ Research Work /Letter/ 2023/ 643

Date : ...03-02-2023

### Incentives for Research Related Works

Dear Colleagues,

I am pleased to inform you that as per the recommendation of the Research Committee, the Governing Body of the College has decided to provide incentives for research related works to the faculty members. Accordingly, all faculty members are hereby requested to submit necessary information through the attached Google Form on or before 10.02.2023. Hard copies of all the supporting documents are to be submitted to the Principal's Office within a week of the submission.

Incentive will be provided under the following heads:


- An incentive of Rs.1000/- for each paper publication indexed in UGC-CARE List, SCOPUS and /or Web of Science database. (Max 2 papers for each faculty)
- Reimbursement of Registration Fee for presenting paper in Offline National / International conferences outside Assam. (Maximum ceiling Rs 2000/-)
- Seed money with a maximum ceiling of Rs 2000/- for contribution of Life Membership in Discipline Specific Academic/Research bodies.

Please note that the incentives will be provided since 1<sup>st</sup> June, 2021 till the date of publication of this notice. For next year the period will be calculated as per academic year

Link of the Google Form:

<https://forms.gle/uqGMpwbRJJLmirekf6>



  
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