



NATIONAL TESTING SERVICE-INDIA
(A Central Scheme of the MHRD)
Centre for Testing & Evaluation (CT&E)
H.Q: Central Institute of Indian Languages (CIIL)
(Department of Higher Education, Govt. of India)
Manasagangotri, Mysore - 570 006



NTS GRANT- IN-AID (Financial Assistance)

Terms & Conditions

Value of grant

- i) To be determined by a committee based on the type and quantum of research study undertaken, training/ workshop/ seminar conducted.
- ii) The quantum of funds to be released on each proposal will also be decided.

Duration of the project

1. 5 months extendable by one more month (with proper justification & prior permission for individual research programme)
2. 3/5 days (for workshops / training programmes, etc)

Selection Process

The proposals will be placed before a Selection Committee for scrutiny. The committee will decide to sanction the grant based on the merit of the proposal, in comparison with other proposals and also with reference to its significance for the NTS. The committee may also suggest some changes in the proposal for reconsideration in future in case rejected at the first instance. The proposer should sign an agreement (MoU) with NTS if the proposal is accepted.

Release of Funds

Pre-receipted bills for the entire amount (approved by the committee) will have to be submitted in advance. The funds will be released in two installments, the first one being 2/3 and the rest 1/3 of the total amount. The first installment will be released on receipt of the *undertaking* along with *duly signed pre-receipted bills* (in the prescribed format). The second installment will however be released only after submission of the academic report/ outcome / final result along with the details of accounts for the whole amount.

Contents of the proposal

The type of academic outcome to be obtained as a result of this project should be clearly stated in the proposal. Aims and objectives, duration of the project, number of persons involved, financial breakup under different heads of expenditure, etc. may have to be specified besides the prescribed format for grants.

Submission of academic report/ Accounts

A. Report on Academic outcome

- (i) The report (in English) should consist of objectives of the study, hypothesis if any, methodology adopted, experimental group, result / findings/ conclusions drawn, their utility value, adoptability to the NTS, etc.

- (ii) For *workshop for materials development*, the report(in English) should include the modules developed, frameworks evolved, illustrative models prepared, etc.
- (iii) For a *seminar*, the papers presented should be properly edited and arranged in a sequential order with appropriate index and introductory
- (iv) For *training programme*, the report should consists of the material used for imparting training, assignments submitted by the participants on receipt of training etc., with a list of the participants with their addresses.

B. Report on Expenditure (Expenditure statement)

This report should consists of details about

- (i) TA/DA
- (ii) Honorarium
- (iii) Contingency

For payment of TA/DA, Honorarium, there should be bills from each individual in the prescribed format prepared by NTS. On the top of the bills there should be a consolidated statement highlighting the dually numbered and classified vouchers.

Contingency fund includes the expenditure in connection with the following items:

- a) Stationery
- b) Book purchase
- c) Typing charges
- d) Cost of journey (if field work is involved)

Common to all

- C. (i)** The academic report submitted should be in DTP form with proper binding (along with a soft copy)
 - (ii) In case the outcome arrived-at is in a language other than English, it should necessarily be accompanied by the English version also.
 - (iii) Copyright should be vested with the NTS-India and any publication / presentation in any form should have a prior written permission from the Head, NTS/ Director, CIIL.
 - (iv) The list of academicians / scholars to be associated with these programmes should be communicated to the NTS head-quarters in advance for information and suggestions.
- D. (i)** If the programme is not conducted within the stipulated time, the amount paid under the first installment will have to be refunded in full. In such case the question of payment of second installment does not arise.
- (ii) The terms and conditions listed above are to be *strictly adhered* to for availing the second Installment.
- E.** The details in all respect should necessarily be completed and submitted to the NTS office within 15 days of the completion of the programme.

Note: Depending on the needs and the Govt. of India instructions, the terms & conditions will be amended from time to time which will come into force automatically