

Training Programme/Workshop

Part – I

Guidelines

1. The grant is payable on submission of the acceptance letter along with the pre receipt duly signed by the Registrar of the University/Principal of the College/Direct of the Research Institute.
2. The pre-receipt duly signed by the Head of the Institution shall be submitted within 40 days from the date of the receipt. The pre-receipt received thereafter will be rejected and the training programme also will stand cancelled.
3. On completion of the training programme, the coordinator shall submit the following documents to the Central Institute of Classical Tamil (CICT) within 30 days from the last day of the training programme in order to claim the 20% of the remaining grant-in-aid from CICT:
 - a) Accounts duly audited by the Finance Department or competent authority of the University or by a chartered accountant in case of College/Research Institute
 - b) Utilization Certificate issued by the competent authority of the University/Head of the academic institution/Director of the Research Institution
4.
 - a) A full length report of the training programme duly signed by the coordinator and countersigned by the Head of the institution along with the detailed programme with the names of the resource persons delivering lectures in the training programme together with the topics of the lectures, and the names of such official beneficiaries as Ph.D and M.Phil scholars of the programme not exceeding 40 numbers.
 - b) One set of copies of the lectures delivered by resource persons in the training programme in bound form and also a soft copy.
5. Resource persons invited to present their papers in the workshop/training programme funded by CICT shall compulsorily submit their script well in advance together with the CD. The script shall be in not less than 8 pages typed in double space in A4 size paper. The local coordinator shall release the payment only on receipt of the script.
6. The senior scholars invited to deliver key note address shall compulsorily submit their script well in advance to the local coordinator. The script shall be in not less than 8 pages typed in double space in A4 size paper. Scholars who are unable or disinterested to submit the script shall not be invited to deliver key note address under any circumstances.
7. The expenditure has to be regulated in accordance with General Finance Rules of Government of India.

The grant shall be utilized under the following heads:

7.1. Travelling Allowance

- a) II AC Train Fare or A/C deluxe bus fare is admissible to the resource person delivering lecture in the training programme. For those who travel by taxi or own car though facilities are available for rail journey, road mileage payable will be limited to II AC rail fare. Where places of departure and arrival are not connected by rail, road mileage for such travel or part thereof is payable @Rs.10/- per km.

- b) Local resource persons may be paid a sum of Rs.100/- per head only towards conveyance charge each way.
- c) No travelling allowance is permissible to local trainee-scholars participating in the training programme. However, outstation trainee-scholars may be paid II class sleeper fare or bus fare whichever is less.

7.2. Daily Allowance

- a) DA will be paid to resource persons delivering lectures in the training programme as per the GOI rules.
- b) Local resource persons are not eligible for daily allowance.

7.3. Remuneration to Resource Persons

Rs.1,000/- per session of 90 minutes duration is payable for each resource person. Eminent scholars may handle a maximum of two sessions in the same day.

7.4. Remuneration to Coordinator

Coordinator will be paid a lump sum honorarium of Rs.2,000/- for a training programme of ten days duration. Where two coordinators of different disciplines are required to conduct the training programme, each will be paid Rs.1,000/- as honorarium.

7.5. Local Hospitality

Refreshment at a cost of Rs.25/- per head per day covering both forenoon and afternoon sessions.

7.6. Lunch

A maximum of Rs.100/- per head per day participating in the training programme or actual expenditure whichever is less.

7.7. Course material and books

A maximum of Rs.20,000/- is admissible for 40 trainee-scholars attending the training programme for books and course material relevant to the course. The expenditure shall be within the budget provision.

7.8. Stationeries

An expenditure not exceeding Rs.200/- to meet the cost of bag/file, scribbling pad, and pen supplied to the trainee-scholars and resource persons is permissible. The names of the programme, the CICT and the organizing institution shall be printed in the bag/file cover.

7.9. Hospitality to VIPs

- a) One VIP each for inaugural and valedictory function is payable Rs.1,500/- as honorarium and DA as per the eligibility.
- b) Outstation Experts/VIPs/Special Invitees, if they stay in lodge, may be paid rent not exceeding Rs.1,000/- per day depending upon the status of person on production of lodge rent receipt in addition to honorarium.

8. Number of trainee-scholars to be admitted

The number of trainee-scholars working for Ph.D and M.Phil degrees to be admitted to the training programme shall not exceed 40 including local trainee-scholars.

9. Restriction on trainee-scholars attending a second time

Trainee-scholars enjoying the material benefit of the training programme shall not attend second time for similar programme in the same financial year. Trainee-scholars should give an undertaking to this effect to the coordinator who in turn shall confirm the same to the CICT in writing. In case trainee-scholars are desirous of attending the training programme for second time in the same financial year, they may be permitted without any material benefit, and they must give an undertaking to this effect. Otherwise, they should not be admitted.

10. Refund of Unspent amount

The institution conducting training programme shall refund the unspent amount, if any, by demand draft drawn in favour of the Director, CICT, Chennai within 30 days from date of the completion of the programme.

11. Noncompliance of submission of Audit Report and Utilization Certificate

In case the University/College/Research Institute fails to submit the audit report and utilization certificate within the stipulated time schedule i.e., within 45 days from the date of the completion of the seminar/training programme, not only it is bound to repay the entire amount to CICT with interest @8% from the date of the receipt of the grant-in-aid, but also such defaulting institution will not be considered for any financial assistance from CICT in future to organize such programmes as seminars or training programmes or orientation programmes. Where the institution has remitted the unspent amount to the CICT, the balance amount will be collected from the date of the grant of the financial assistance with interest @8%.

12. Institutional obligation

The institution conducting training programme with the financial support of the CICT shall abide and strictly adhere not only to the directives/guidelines but also the terms and conditions of the funding body.

Terms and Conditions for conducting Training Programme/Workshop

Part – II

Central Institute of Classical Tamil (CICT) invites proposals seeking financial assistance to organize training programmes of 10 days duration and to undertake short term research projects during the financial year 2013 – '14 in the following areas. The proposals shall be submitted within 30 days from the date of the publication of this advertisement.

1. Training Programmes

- 1.1. **Grammar and Linguistics:** 1) The Dravidian impact on Indo-Aryan and vice versa in terms of linguistic interference, 2) Descriptive and Historical Study of Tamil phonology, morphology, syntax, and semantics with special reference to Classical Tamil, 3) Language of early Tamil commentators.
- 1.2. **Literature and Literistics:** 1) Tamil prosody and poetics through ages, 2) Bhakthi Movement in Tamil society through ages, 3) Textual criticism of Tamil: Theory and practice, 4) The impact of folklore on classical Tamil
- 1.3. **Epigraphy and Inscriptions:** 1) Language of early Tamil inscriptions, 2) Archaeological findings of Adichanallur, Arikamedu, Porundal, Kodumanal, Indus Valley Civilization, 3) Research Methodology relating to Tamilology.
- 1.4. Proposals shall be submitted in the prescribed application form only to **the Director, Central Institute of Classical Tamil, 100 Feet Road, IRT Campus, Taramani, Chennai – 600 113** within 30 days from the date of the advertisement. The terms and conditions as also the application format may be downloaded from www.cict.in. No other application format will be accepted.
2. CICT provides financial assistance to the tune of Rs.2,50,000/- (Rupees Two Lakh Fifty Thousand only) to organize training programme of ten days duration to the university departments/colleges with post graduate departments/accredited research institutions with facilities to undertake Ph.D and M.Phil programmes in such areas as those referred to in clause (1) above.
3. The pre-receipt shall be signed for full grant by the head of the institution. However, the CICT will release 80% of the grant only in the first instance, and the remaining 20% will be released after fulfilling the terms and conditions of CICT.
4. Nongovernmental organization with infrastructure facilities such as research library and scholars working in areas related to Classical Tamil shall be sponsored by the universities or colleges with post graduate departments or accredited research institutions engaged in doctoral/post doctoral programmes in such areas as Tamil studies, history, philosophy, anthropology, and folklore.
5. Proposals shall be submitted in the prescribed application format only. Such other proposals not in compliance with the stipulated condition will be summarily rejected.
6. The financial support from CICT is available to academic institutions provided they do not receive any financial assistance for such programme in the current financial year from either the University Grants Commission or any State/Central Government approved funding organizations.
7. The topic of the training programme submitted by the organizing institution shall be specific to the areas related to classical Tamil with a write up not exceeding two pages in A4 size. Proposals with vague topics and without proper write up will be liable to get rejected.
8. If the department had conducted previously a training programme on classical literature or folklore, then the subsequent application for financial assistance shall be related to linguistic interpretation of traditional grammar

or language teaching methods in advanced level. If this condition is violated, the applicant will then be summarily rejected.

9. The Expert Committee constituted for this purpose by CICT will select the eligible academic/research institutions for financial assistance from the proposals submitted by various academic/research institutions.
10. CICT will draw the cheque/demand draft in favour of the Registrar of the university/Principal of the college/Director of the research institute on receipt of pre-receipted receipt together with necessary particulars if any.
11. On receipt of the duly signed pre-receipted receipt for full grant, the CICT will draw the cheque in favour of the Registrar of the University/Principal of the college/Director of the research institute.
12. The coordinator of the programme shall submit to CICT the list of potential resource persons within 10 days from the date of the receipt of the official communication from it.
13. The CICT is at liberty to propose/recommend/revise the list of the names of the resource persons delivering lectures in the training programme taking their academic excellence and subject relevance into consideration.
14. The coordinator of the programme shall furnish to CICT trainee-scholars likely to be admitted for the training programme within 10 days from the date of the receipt of the official communication from it, certifying that they are attending the programme for the first time in the current financial year.
15. No travelling allowance is permissible to local trainee-scholars participating in the training programme. However, outstation trainee-scholars may be paid II class sleeper fare or bus fare depending upon the mode of travel. Where local trainee-scholars are available, the organizing institution shall restrict the participation of the outstation trainee-scholars to the extent possible.
16. The inaugural function shall include key note address of 45 minutes duration. The entire function shall not exceed 90 minutes duration. The regular programme on the first day shall start from 11.30 a.m.
17. Either from CICT or elsewhere, an eminent scholar with specialization in the area relevant to the topic of the training programme shall be invited to present key note address. The scholar presenting key note address may be paid II AC train fare on both ways and DA as per the GOI rules and a honorarium of Rs.1,000/-.
18. The script of the key note address shall necessarily be submitted to the CICT along with such other documents as the full length report of the programme, all the papers discussed/presented in the deliberations, soft copy of the proceedings, the details of the resource persons along with the topics of their deliberations, and the details of official beneficiaries not exceeding 40 in number. The 20% of the balance will be released only on receipt of these documents.
19. The training programme shall be held for a period of 10-days or for such number of days depending upon the funds available from CICT. The grant-in-aid will be proportionate to the number of days of the programme.
20. The training programme shall be completed within 30 days from the date of the receipt of the grant-in-aid.
21. If the topic of the training programme has to do with classical literature, then either not more than 6 sessions or one third of the deliberations of the programme shall deal with the linguistic interpretation of the language of Classical Tamil literature under deliberation. All the papers presented or discussed in the programme shall be submitted to the CICT along with the other documents, and without which the remaining 20% of the amount will not be released.

22. The CICT is very much particular in emphasizing that the organizing institution has an academic responsibility to build up a strong intellectual base widening, deepening, and sharpening the stock of knowledge, and this should be reflected in the selection of academically eminent and productive scholars delivering lectures in the training programme.
23. A maximum of 21 resource persons for a 10-days training programme including the senior scholar delivering key note address is desirable for an ideal training programme.
24. Of the 21 resource persons, 15 may be provided with two sessions on the same date, with each session of 90 minutes duration, and the five resource persons with one session of 90 minutes duration.
25. Resource persons provided with two sessions shall be reputed scholars with in-depth knowledge and publications in the area relevant to the topic of the training programme, and they will be paid for two sessions.
26. In case the organizing institution fails to conduct the training programme, the entire fund placed at the disposal of the institution shall be refunded forthwith by demand draft drawn in favour of the Director, CICT, Chennai within 45 days from the date of the receipt of the grant-in-aid.
27. In case the organizing institution fails to submit the audit report and utilization certificate well within the stipulated time schedule, the CICT reserves the right to recover either the entire amount or the unspent amount of the grant-in-aid together with interest at @8% from the date of the release of the grant-in-aid.
28. If the application is defective in any respect lacking required particulars, the CICT is at liberty to reject it without assigning any reason whatsoever.
29. The organizing institution cannot claim any benefit/concession or seek to enjoy any privilege from CICT as a matter of right.
30. CICT reserves absolute right to delete or add or revise the foregoing terms and conditions without prior notice in the interest of academic excellence.