



Indian Council of Social  
Science Research (ICSSR)



Ministry of Human Resource Development,  
Government of India

## **IMPACTFUL POLICY RESEARCH IN SOCIAL SCIENCE (IMPRESS)**

### **Guidelines for Seminar/Workshop/Conference Proposal**

#### **1. INTRODUCTION**

1.1 Impactful Policy Research in Social Science (IMPRESS) aims to encourage and provide opportunities to researchers and academicians to exchange views and opinions, address and debate research questions on policy relevant issues and generate academic research output on important social problems. The IMPRESS is a programme of the Ministry of Human Resource Development, Government of India and is being implemented by the Indian Council of Social Science Research (ICSSR). The basic idea to encourage policy research in social sciences is to have maximum research impact on policy making in areas of polity, economy, society, culture, media, governance, health, environment, technology, law etc. It also aims to have enhanced coordination between academics & scholars and policy makers.

1.2 The broad thematic areas identified under IMPRESS are:

1. State and Democracy
2. Urban Transformation
3. Media, Culture and Society
4. Employment Skills and Rural Transformation
5. Governance, Innovation and Public Policy
6. Growth, Macro Trade and Economic Policy
7. Agriculture and Rural Development
8. Health and Environment
9. Science and Education
10. Social Media and Technology
11. Politics, Law and Economics

#### **2. CATEGORY**

Seminar/Conference/Workshop proposals may fall under the following three categories:

**2.1 National Seminar/Conference/Workshop:** The proposals should be well-conceived on domain of significant social science concerns inviting broad, interdisciplinary and national level participation. Such seminars should involve participation of scholars from the country. The preference will be given to the above mentioned domain and sub-domain areas of current national and international importance with significant policy implications.

**2.2 International Seminar/Conference/Workshop:** The proposal should be well-planned and justify the need for the international seminar on research priorities and issues having international perspectives. It should involve confirmed participation of foreign scholars as resource persons and paper contributors.

**2.3 Collaborative Seminar/Conference/Workshop:** The proposals should seek collaborations for joint seminars on policy-oriented/socially relevant issues with government departments or reputed research organisations with social science research orientation.

### **3. ELIGIBILITY**

3.1 All Government funded institutions are eligible to apply including:

- a. Universities (central and state)
- b. private institutions with UGC 12(b) status
- c. ICSSR Research Institutes

3.2 The Convener should be a regular faculty members, possessing Ph.D. degree and have an interest in high quality research which may be evidenced by past studies, publications and academic background.

### **4. HOW TO APPLY**

4.1 Applications will be invited through advertisement(s) on IMPRESS website, ICSSR website etc.

4.2 After downloading the application form, dully filled hard copy of the same, along with all enclosures, must be sent to: **The In-Charge, IMPRESS, Indian Council of Social Science Research, Aruna Asaf Ali Marg, New Delhi 110067** before the last date of such submission duly signed and stamped by the affiliating institution.

4.3 The Applicants are required to submit an introduction of the proposed seminar/workshop/conference along with objectives and thematic areas to be covered in the given format including details of the budget.

### **5. PROCEDURE FOR AWARD**

5.1 Applications would be initially scrutinised by the ICSSR secretariat for their completeness.

5.2 All the eligible applications will then be evaluated by an ICSSR Expert Committee and based on their recommendations, award and budget will be decided by the ICSSR.

5.3 The Steering Committee of IMPRESS will be informed about these awards and their sanctioned budget.

5.4 The sanctioned budget will be prerogative of ICSSR based on the quality of the proposal, importance of the domain, seminar venue and number & type of participants.

### **6. DURATION AND VALUE**

6.1. **National Seminar/conference/workshop:** Upto Rs. 5 lakh

6.2. **International Seminar/conference/workshop:** Upto Rs.10 Lakh

6.3. **Collaborative Seminar/conference/workshop:** Upto Rs. 10 Lakh

## 7. BUDGET ALLOCATION

The Seminar Convener should send budget estimates under the following permissible heads:

<b>S.No.</b>	<b>Heads</b>	<b>Amount (in Rs.)</b>
1	Domestic Travel*	
2	International Travel*	
3	Accommodation	
4	Food Expenses	
5	Honorarium to Key Paper Writers & Presenters/lecture deliverer (Subject to Publication)	
6	Contingency/Office Expenses	
7	Any other expenses	
	<b>Total</b>	

*\* Expenses under Travel should not exceed 40% of the total budget. Any relaxation in that would require a prior permission of ICSSR.*

## 8. RELEASE OF GRANT

The grant will be released in two instalments. The 1st Instalment of 75 per cent will be released after the award of the proposal and receipt of the Grant-in-Aid Bill. The 2nd and final instalment of 25 per cent will be released upon receipt of published proceedings of seminar/conference/workshop along with audited Statement of Accounts and Utilization Certificate in GFR 12-A.

## 9. MONITORING

The ICSSR may send Observer (s) to give report on quality, participations and other key aspects of the knowledge activity.

## 10. CONDITIONS

10.1 The organizers should exhibit an interest clearly that they intend to publish proceedings of the seminar/conference/workshop in the form of a book/edited volume papers in journals with due acknowledgement to MHRD (IMPRESS Scheme) and ICSSR.

10.2 The domain of the seminar/conference/workshop must be within purview of social sciences as defined in 1.2 above and should be focused, coherent and realistic in its coverage and scope.

10.3 The academic background of the convener and paper presenters must be in conformity with the domain of the proposed seminar/conference/workshop.

10.4 The Introductory note must specify the thematic areas related to the broad domain of the seminar and possible contribution/outcome to the existing body of social science research.

10.5 Application should highlight the impact of the seminar for the society and nation.

10.6 The Convener may appropriate expenditure from one sanctioned sub-head to another subject to a maximum of ten per cent in either cases at the time of submission of audited statement of accounts. Any re-appropriation beyond ten per cent shall require the prior approval of the ICSSR.

10.7 Defaulters of any previous fellowship/project/seminar grant of the ICSSR will not be eligible for consideration until the applicant obtains the clearance from the ICSSR.

10.8 ICSSR follows Government of India Rules & directives with regard to SC, ST and Persons with Benchmark Disability categories.

10.9 The Steering Committee reserves the right to reject any application without assigning any reason. It is also not responsible for any postal delays/loss.

10.10 Incomplete applications in any respect will not be considered.

10.11 The final authority related to the interpretation of the guidelines or any issue left is vested with the ICSSR and the Steering Committee.

10.12 No queries will be entertained by the ICSSR Secretariat until the final declaration of results.

## **11. COMPLETION OF THE EVENT**

On completion of the event, the scholar should submit the following:

11.1 Two hard bound copies of the seminar/conference/workshop proceedings consisting of full main papers and lectures. Arrangements with any journals for publications of main papers should be supported by the documents.

11.2 Audited Statement of Accounts and Utilization Certificate in GFR 12A form. In case of central universities, AC/UC signed by the finance officer is acceptable. For all other institutions/universities, the AC/UC should be countersigned by a chartered accountant.

11.3 The seminar/conference/workshop Convener will be responsible to collect and compile revised papers/transcription of lectures within two months of completion of the seminar/conference/workshop and send it to ICSSR. If the output of the seminar/conference/workshop is published in the form of a book/edited volume papers in journals, due acknowledgement should be given to MHRD (IMPRESS Scheme) and ICSSR.

## **12. OBLIGATION OF THE AFFILIATING INSTITUTION**

12.1 The affiliating institution is required to give an undertaking in the prescribed format contained in the Application Form to administer and manage the ICSSR grant and submit the necessary accounts.

12.2 It is also required to provide the requisite research infrastructure to the scholars and maintain proper accounts.

12.3 The institution should ensure that the convener of the seminar submits a detailed report within sixty days after the Seminar/Conference.