



Punjab Agricultural Research Board

Technologies for the Prosperity of Agricultural Stakeholders

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No. PARB:- 4407

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NOTIFICATION

No. PARB-VIII-3(23)91: In supersession of this office Notification No. PARB:- 3082-4024 dated 24-02-2009, consequent upon approval by the PARB Board, in its 33rd meeting held on 01-09-2016, following amended **criteria for funding to organize scientific conferences/workshops/seminars etc** is hereby notified :-

1) Eligibility criteria:

- a) The conference etc. arranged by agricultural research or HEC recognized educational institution only.
- b) The recommendation of the Head of the organization will be a pre-requisite for funding.
- c) The conference etc. shall be on a high priority research, education or development area of Punjab preferably under one of the themes identified by PARB for high priority research or emerging issues (see PARB website: <http://www.parb.agripunjab.gov.pk>).
- d) The funding for conference etc. must be shared by the organizer(s) or by some other agency.
- e) Conference shall relate to the mandate/functions of the organization intending to organize the conference etc.

2) The funding procedure shall be as under;

Funding shall be made out of the PARB budget allocated for the purpose. The proposals will be invited twice in a year from the agricultural research and educational organizations for arranging workshops/conferences/seminars/symposium etc. and the proposals will be evaluated against the set criteria as approved by the Executive Committee.

3) The following items shall be eligible for funding:

- a. Return air fare and visa fee of foreign delegates in economy class for those who are presenting research papers in the conference.
- b. Hotel stay of foreign delegates only (actual expenses with the limits as approved by the Executive Committee).
- c. Publication of proceedings of the conference/workshop provided PARB is represented on the committee arranging publication.
- d. Publicity of conference (only electronic/print media and banner indicating PARB as sponsor), not exceeding 25% of total funding by PARB for any conference/workshop.
- e. Any other expense related to the event.

After the conference/workshop/seminar, the organizers will submit vouched account to the PARB for audit.

4) Merit criteria

- a. Expenditures borne by the host organization (One mark for every % of total expenditures).

- b. Expenditures borne by the other funding agencies (One mark for every % of total expenditures).
- c. Number of foreign delegates (five marks for every foreign delegate presenting a paper).
- d. Number of papers to be presented in the conference etc. (one mark for every oral presentation and half mark for every poster presentation).
- e. Number of expected participants (One mark for every 10 participants).
- f. Importance of the conference in relation to PARB themes (25 marks).
- g. Relationship of conference to emerging issues in agriculture sector (15 marks).

Qualifying marks will be one hundred fifty (150). In case of tie, preference will be given to the conference with lower funding demand.

**CHIEF EXECUTIVE
PARB, LAHORE**