

**GUIDELINES FOR GRANT OF FINANCIAL ASSISTANCE FOR  
PUBLICATION OF SCIENTIFIC JOURNAL**

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Government of Mizoram  
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## **Guidelines for Grant of Financial Assistance for Publication of Scientific Journal**

1. Main Objective - To meet part of the expenditure incurred on publication of scientific journal with a view to promote research/ education/policy issues in the field of science & technology.
  
2. Eligibility criteria– The following Societies are eligible for the grant:
  - 2.1 Scientific Societies.
    - 2.1.1 Should be registered under the Registration of Societies Act, 1860 or Mizoram Societies Registration Act, 2005.
    - 2.1.2 Actively involved in promotion of research/education in the field of science & technology.
  
3. Nature and quantum of grant
  - 3.1. Nature of grant
    - 3.1.1 For Publication of Scientific Journal.
  - 3.2. Quantum of grant
    - 3.2.1 The amount or ceiling of financial assistance will be determined on case to case basis by the Directorate of Science & Technology (DST).
    - 3.2.2 The support for publication of scientific Journal will be restricted to only one Journal per society.
  - 3.3 Frequency of grant

A society will be eligible for financial assistance for publication of scientific journal at least once in a year.
  
4. Purpose and Utilization of Grant
  - 4.1 Purely for publication of scientific journals
  
5. Procedure for submitting application
  - 5.1 The application should be made on the proforma prescribed by the Directorate of Science & Technology (Annexure I). Five copies of the completed proforma are required to be submitted for consideration.
  - 5.2 Before submitting the application, the society should ensure that the Utilization Certificate of the grant(s) released by the Directorate of Science & Technology in the previous years, if any, has been submitted to the Directorate of Science & Technology. No grant will be sanctioned or released to any society which has failed to submit U.C. in respect of grants made earlier along with 3 copies of Journal Published.

- 5.3 The application shall be counter signed by the President / Secretary of the society.
- 5.4 Applications which do not satisfy the conditions or are incomplete will not be considered.
- 5.5 The societies requesting for annual financial assistance for publication of scientific journal should submit at least three copies of the last three issues of journal along with the application.
6. Evaluation of application
- 6.1 The standard of the journal for the purpose of grants will be adjudged on the following basis:
- a) Focus of the journal
  - b) Standing and track record of the Society
  - c) Year of publication of 1<sup>st</sup> volume/issue
  - d) Frequency and punctuality of publication
  - e) Editorial Board and Educational Qualification
  - f) Get-up (size, shape, binding, arrangement of figures and tables, lettering, titles and sub-titles, and cover design) of journal
  - g) Quality of articles, editing, and printing
  - h) Coverage by national/international abstracting/indexing
  - i) Extent of circulation,
  - j) Registration with ISBN, ISSN etc.,
- 6.2 The standard of the journals receiving assistance will be reviewed periodically based on the above mentioned criteria.
- 6.3 A note on Professional standing and track record of the proposing society should accompany the application.
- 6.4 New details of Total estimated expenditure : Quantum of support requested from Directorate of Science & Technology and other agencies/sources, etc.
7. Issue of sanction indicating various conditions
- Sanction for the financial assistance will be made only on acceptance of specific terms and conditions by the grantee Society as detailed in Annexure II.
8. Release of grant
- The total sanctioned grant will be released by the Directorate of Science & Technology at one time, provided the UC for Directorate of Science & Technology grant received in previous year, if any, and 3 copies of last three issues of journal are made available by the society in the Directorate of Science & Technology.
9. Maintenance of Accounts by the grantee society.
- 9.1 The grantee society will maintain a proper account of the grant received by it from the Directorate of Science & Technology.

- 9.2 Unless the Utilization Certificate submitted by the grantee society in respect of the grant already received is accepted by the Directorate of Science & Technology, no further grant will be sanctioned by the Directorate of Science & Technology to that society.
10. The grant released for a particular year shall be utilized only during that year.
11. The grant sanctioned shall be suitably acknowledged by the Society in their journal.
12. Required number of copies of the journal published during the year shall be supplied regularly, free of cost, to the Directorate of Science & Technology.
13. The Chief Scientific Officer, Directorate of Science & Technology can submit relaxation proposal on any of the conditions mentioned above, for reasons to be recorded in writing to Secretary, Government of Mizoram

All correspondence, including application may be sent to the following address

**The Chief Scientific Officer**  
**Directorate of Science and Technology**  
**Government of Mizoram**  
**Mizoram Secretariat Complex**  
Khatla, Aizawl - 796001  
Ph: 0389-2336159 Fax: 0389-2336139  
E-mail: [cso.dst-miz@gov.in](mailto:cso.dst-miz@gov.in)  
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## ANNEXURE-I

### APPLICATION FORM FOR SEEKING FINANCIAL ASSISTANCE BY THE SCIENTIFIC SOCIETIES FOR PUBLICATION OF SCIENTIFIC JOURNAL.

1. Name of the Scientific Society with full address.
2. Name and full address of the office bearer with whom correspondence may be made, together with his telephone, Fax No. and e-mail ID.
3. Year of Establishment.
4. Whether registered under the Registration of Societies Act, 1860 or Mizoram Societies Registration Act, 2005. (Registration number and date to be given).
5. Main areas of work of the Society.
6. Standing and Track Record of the Society: Summary of the activities undertaken by the Society and its future programmes:
7. Composition of the Editorial Board
8. Process of Peer Review (Panel of Reviewers) (If any)
9. Whether the Accounts of the Society for the previous year have been audited by the Auditors.
10. Whether the Society agrees to maintain proper separate accounts of the grant, if sanctioned by the Directorate of Science & Technology.
11. Details of financial assistance already received from the Directorate of Science & Technology, if any, during last three fiscal years and the purpose for which it was received.

Year	Amount of Grant (Rs.)	Purpose (in brief)	Total Expenditure incurred (Rs.)	Amount of grant utilized (Rs.)	Has Utilization Certificate been accepted by the DST	Remarks

12. Journal for the publication for which grant is sought from the Directorate of Science & Technology.

- a) Title and focus of Journal.
- b) Periodicity of the Publication.
  - i) Date of publication of the first issue of the journal.
  - (ii) How many issues published in a year.
  - (iii) Whether Journal is published up-to-date. Volumes No. and year of the latest issue.
  - (iv) Average No. of papers & pages published in an issue during last three years.
  - (v) Whether a copies of all published issues of journal being sent regularly to Directorate of Science & Technology.
  - (vi) Coverage by National/International Abstracting/Indexing Services.
- c) Present status of Publication
  - (i) Last volume and number(s) published upto the last 31<sup>st</sup> March. (Directorate of Science & Technology will provide financial assistance for those journals only which are not more than one year behind the schedule).
  - (ii) Number(s) proposed to be brought out during the current year.

13. Amount of Directorate of Science & Technology financial support the society received & total expenditure by society on publication of Journal during last three years.

Year	Receipts (Rs.)	Expenditure (Rs.)	UC Submitted or Not	Remarks

14. Estimated expenditure during the current year.

15. Estimated income during the current year from:-

- i) Sale.
- ii) Other sources.

16. Detail break-up of the amount of financial assistance sought from the Directorate of Science & Technology.

17. Has a grant for any of the above purpose been applied for from any other source? If so, please state:-

- i) Name(s) of the Authority/ Authorities concerned.
- ii) Purpose for which grant has been sought.
- iii) Amount of grant sought.
- iv) Amount of grant received.

18. Whether the grant is acceptable to the Society on the terms and conditions of the Directorate of Science & Technology?

Yes/No

Signature of Sponsoring Official  
/Editor

Place : \_\_\_\_\_

Date : \_\_\_\_\_

Signature of the President /  
Secretary of the Society with Seal.

**Terms and Conditions to be followed by the Grantee Society**

1. The sanctioned grant will be released by the Directorate of Science & Technology at one time, provided the UC for Directorate of Science & Technology grant received in previous year, if any, and 3 copies of last three issues of journal are made available by the Society in the Directorate of Science & Technology.
  2. The grantee Society will maintain a separate and proper account of the grant received by it from the Directorate of Science & Technology.
  3. The amount or ceiling of financial assistance will be determined on case to case basis by the Directorate of Science & Technology (DST).
  4. Unless the Utilization Certificate submitted by the grantee society in respect of the grant already received is accepted by the Directorate of Science & Technology, no further grant will be sanctioned by the Directorate of Science & Technology to that Society.
  5. The grant released for a particular year shall be utilized only during that year.
  6. The grant sanctioned shall be suitably acknowledged by the Society in their journal.
  7. Required number of copies of the journal published during the year shall be supplied regularly, free of cost, to the Directorate of Science & Technology.
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