



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Ref. No. 1687/2022/OIR

Date: 30.12.2022

Sub: To propose travel grant for internationalization

The role of the Office of International Relations is to oversee and coordinate the international activities of the Institute. The Office of IR works to promote relationships between foreign universities and the Institute to strengthen the collaborative efforts, we propose to provide a travel grant towards the IR activities of in-bound and out-bound students/ in-bound visiting faculty/IR staff members.

The role involves, but is not limited to, interfacing with the appropriate authorities at the collaborating institutions, establishing and fostering linkages between researchers and experts in various areas, facilitating opportunities for inbound students to come to IIT Kharagpur, for IIT Kharagpur outbound students to travel to our partner institutes and many other activities.

Enclosed is the detailed proposal. Further details like eligibility criteria, application process, selection process, selection committee formation et al will be chalked out after the approval of the scheme and allocation of budget.

These grants are proposed to be operational from the next semester and is proposed to be funded by IoE budget.

Submitted for your kind consideration and approval.


Associate Dean, IR & R
30.12.22

(A Total budget for INR 31.0 Cr has been placed for approval).

Proposed budget allocation under 20E - Internationalization (item 8) will be approved.

Dean, OR & AA

8/21/23

~~Deputy Director~~

Director

Pl. discuss

 06 Jan 2023

A. Dlear (IREP) 8
12/11/23.

3/1/23
Discussed with the director.
Dear DR (DR BAA) for M&P.
~~DR~~
3/1/23

17/1/28

~~3/1/23~~ 3/1/23 Mr.

PROPOSAL DOCUMENT FOR TRAVEL GRANT FOR INTERNATIONALIZATION

The scope of travel grant is proposed to have the following heads:

1. Funding/Grants for Scholars and Faculty

The scheme wishes to promote excellence in education and research and to provide financial assistance to the scholars and faculty members under inbound as well as outbound programmes. It aims to support scholarly research or creative work on important global/international platforms.

a) Support for short-term visits:

A financial support will be given to the IITKGP outbound students/faculty members visiting abroad for a short term visits up to 21 days. A total amount of INR 30 Lacs per year will be spent under this programme.

b) Support towards Semester Away Programme:

A consolidated amount of \$1000 per month will be given for a maximum period of six months to IITKGP outbound students during their stay at foreign institutes under Student Exchange Programme. Six (06) students will be given benefit of this programme every year.

c) Support to JDP students during stay abroad:

Under this scheme, the JDP students will be supported to cover the living expenses as per requirement during their stay at host institutions, only after ensuring that all other sources have been explored. A maximum of five (05) students will be supported by this scheme. An amount of \$25000 per year per student will be allocated under this scheme.

d) Support to foreign faculty:

An honorarium of up to \$4000 per month will be given to international faculty members for a maximum period of six months. A maximum of two (02) faculty members per year will be supported by this scheme.

➤ Estimated budget for a period of 5 years is INR 10 Crore with following break-up:

Program	In a period of 1 year	In a period of 5 years
Support for short-term visits	25 Lacs	1.5 Cr
Support towards Semester Away Programme	30 Lacs (\$18000)	1.5 Cr
Support to JDP students during stay abroad	1 Cr (\$1,25,000)	5 Cr
Support to foreign faculty	40 Lac (\$48000)	2 Cr

2. Institute visits abroad:

Internationalization is inherent to the mission of the Institute and the Office of IR recognizes the benefits, that collaborative endeavours with partner Institutes, offer through a sharing of ideas, resources, and expertise amongst the administrators and staff members of the two Institutes. To support this, there is a need to focus on flexible mobility funding to enhance and sustain collaborations, particularly with highly ranked institutes from abroad. Regular visits of the foreign Institutes have been considered to be one of the strategic plans in the IoE agreement to broaden the collaboration. Two types of Institute visits may be proposed using the international mobility grant, namely,

- Visit by the representatives of different departments to target institution for exploring the research possibility
- Visit by high level administrative team to engender the Institutional relationship

➤ Estimated budget for a period of 5 years is INR 10 Crore (INR 2 Cr per year).

3. Symposium/ Conference/ Fair/ Workshop

The Office of IR plans to organize as well as to participate in the research symposium, conference, fair and workshop with various institutes/organizations across the globe. These events form the groundwork to strengthen the collaborations between two institutes/organizations. The main motive of these research workshops is to identify collaborators with common research areas and take ahead the collaboration with a joint research students/faculty members so that it is more sustainable. The basic idea is to improve the visibility of the Institute by showcasing its strengths, mainly, the rigor of the academic courses and/or existing research facilities at IIT Kharagpur.

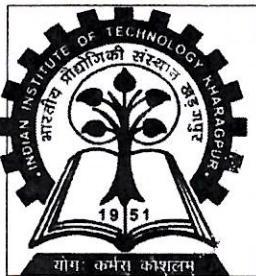
- a) In order to increase the visibility of IIT Kharagpur outside India, especially in Europe, America and Australia, it is proposed that several symposia will be organized at suitable locations with the help of Alumni Network. The main objective of such symposium is to connect the departments/centers/schools of IITKGP with the collaborators from abroad (Institutions/Companies/Research Labs), by showcasing the activities done at IITKGP.
 - **Estimated budget for a period of 5 years is INR 7.5 Crore.**

- b) In order to reach out to student communities in different neighbouring countries, it has been planned to take part in academic fairs organized by different agencies. The amount is proposed to cover travel support, registration and other expenses.
 - **Estimated budget for a period of 5 years is INR 2.5 Crore.**

4. Students' travel grants for attending international student's competition

Global competition impacts the lives of our students in many ways. For a talented student, the opportunity to participate in an international competition and to travel abroad is a life-changing event to become a future leader. In order to support the IITKGP students earn laurels in international competitions, it is proposed that the travel cost for participation will be supported as per the Institute norms. It will also help in enhancing the global branding of the Institute.

- **Estimated budget for a period of 5 years is INR 1 Crore.**



**Office of International Relations (OIR)
Indian Institute of Technology
Kharagpur – 721 302**

DEPUTY DIRECTOR'S OFFICE
No. 505
IN 22 SEP 2022

OUT
IIT KHARAGPUR
रिप्रेस कार्यालय
DIRECTOR'S OFFICE
S./NO.: 2138
IN 22 SEP 2022

OUT
भा. प्रो. सं. खड़गपुर
IIT KHARAGPUR

Ref: 1591/2022/OIR

Dated: 21.09.2022

NOTE

'Internationalization' has been considered as a project for which INR 55.84 Cr. has been allotted in the IoE agreement signed between MoE and IIT Kharagpur. As per the approval of the competent authority a project proposal has been formulated giving due consideration to

1. IoE plan submitted by IIT Kharagpur
2. NEP 2020 guidelines for internationalization
3. Report of Strategic Planning for Outreach Programme

The 5-year budget of the project under different heads is tabulated below for your kind approval. The detailed plans of the project are attached as an annexure.

Sl. No	Head	Amount (in Cr. INR)
1(a)	Salary of the staff members	5.00
1(b)	Capital (furniture and fixed assets)	1.80
2	Scholarships for international PG/PhD students	10.00
3	Grant for short-term visitor/visiting faculty/out-bound JDP students/ Semester Away Programme participants	10.00
4	Institute visits (Foreign Institutes)	10.00
5	Symposium/conference/fairs for internationalization	10.00
6	Advertising/publicity (for academic programmes)	5.00
7	Cultural programmes	2.00
8	Students' travel grants	1.00
9	Foreign language programmes	1.00
	Total	55.80

Submitted for your kind consideration and approval

Associate Dean, IR and Ranking

Dean, Outreach

Deputy Director

Forwarded for consideration and approval.

Discussed. May be approved in principle for the above mentioned proposals. Institute expenditure will be procedure will be followed on incurring expenditure.

23/09/2022

Director 24/09/2022 24/09/2022

Pl. discuss

DS 23/09/2022
Registration

4	New Research Challenge Programmes
i.	Salary, wages & stipends
ii.	Allowable travel expenses as per research related travel policy
iii.	Materials and Maintenance Expenses etc
5	Modernization of Infrastructure on Kharagpur Campus
i.	Repairs and Maintenance of Old Infrastructure (including Civil, Electricals, Water Works, Sanitation etc)
ii.	Repairs and Maintenance of Equipments, Networking, Computers etc
iii.	Repairs & Maintenance of Furniture and Fixture
iv.	Others Maintenance Work etc
6	Niche Academic & Research Programme Initiation
i.	Salary, Wages and Stipends
ii.	Travel, Contingencies & Administrative Expenses
iii.	Other Research Programme Development expenses
7	Outreach Infrastructure and Programmes
i.	Expenses for Programme Service for In house Training Programme and outward training programme for developments of Faculties, Officers and Staff (including foreign training Programme)
ii.	Expenses for Programme Service for Educational Programme
iii.	Supporting Service including Management and General
8	Internationalisation
i.	Information and transactions cost (includes cost of collecting and processing of information, Monitoring Cost and Bargaining Cost)
ii.	Bonding Cost (i.e. Expenses on activities that Promote commitment of relationships)
iii.	Others associated cost (includes opportunity costs of not being able to respond effectively to changes in the environment that arises due to communication and co-ordination failure between contracting parties)
9	Best in-class Collaboration
i.	Development and Learning Cost
ii.	Travel and Contingencies
10	Knowledge Dissemination, Branding, Stakeholders
i.	Cost of hiring personnel and Human Resource Cost
ii.	Travel & Contingencies
iii.	Other Administrative and Promoting Cost etc
11	Governance and Academic ReOrganisation, Peer Review, Monitoring, eGovernance
i.	Cost of hiring personnel and Human Resource Cost
ii.	Cost of Review and Monitoring
iii.	Other Administrative Cost (i.e. Maintenance Cost, travel, Contingencies etc)

