



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

DEPUTY DIRECTOR'S OFFICE  
No. 621 June  
IN 27 JUN 2023  
OUT 510 AMG  
IIT KHARAGPUR

Ref. No. 1909/2023/OIR

Date: 26.06.2023

**Sub: Request to approve the proposal to match seed funding offered by University of Edinburgh on shared academic collaboration**

Recently, the Institute has signed an MoU with the University of Edinburgh (UoE) on shared academic collaboration in promoting teaching, education curriculum, research and service to the community. University of Edinburgh (UK) has offered a seed fund to initiate collaborative research between them and IIT Kharagpur in some strategic areas.

Following are the details of the proposal submitted by UoE:

**Purpose:**

The purpose of the seed fund is to create new research partnerships, and consolidate existing research partnerships, through delivery of joint research projects and arriving at preliminary results for applying for extramural grants as well as joint supervision of research students.

**Focus area:**

Research within the themes of rural energy, water, food & health will be eligible.

**Modality:**

The research will be delivered by Ph.D. students, who will spend 1 – 3 months in the partner lab. Host labs will help the incoming students to find short-term accommodation.

**Resources:**

The maximum resource per project will be three months' mobility in each direction. Asymmetric projects will also be eligible, whereby mobility is different in each direction (however there should be overall balance between the two universities across the whole seed fund so these instances will need to even out.) The purpose and value of the mobility needs to be justified in the proposal. Mobility of academic project leaders will not be supported by this fund, and they are encouraged to seek other funding sources and/or make use of online tools for project development and student supervision.

**Participation:**

In UoE, all projects will be led from the College of Science & Engineering, with mobile students to be from that College. However, collaborative co-investigators from College of Arts Humanities and Social Sciences, and from College of Medicine and Vet Medicine are welcome. Similar participation will apply from IIT Kharagpur.

**Timeline:**

Two-weeks post closure of the application deadline; the outcomes will be announced. The Projects can commence two weeks post declaration of the acceptance of the proposal, and the reports on the seed grant phase of the work will be due in March, 2024.

**Financial coverage:**

Each university will cover

- (i) the cost of international travel for their own students, plus
- (ii) the cost of accommodation, living expenses and consumables for the incoming students.

This means that no funds need to be transferred internationally.



### Specific financial support:

- IITKgp students visiting UoE would be eligible for a stipend of £1400 per month/per student.
- IITKgp will provide free-of-cost furnished accommodation to all the visiting participants from the UoE, as well as subsistence- allowance for their on-campus living as per the rates of the stipends of our regular JRF/ SRF.
- The seed fund will not cover staff salary that needs to be managed from complementary internal resources.
- Consumables or contingency expenses of research for each Visiting student will be completely taken care of by the host research group, which may be partly supported from this seed fund.
- IITKgp and UoE will take the responsibilities of covering the International travel expenses of their respective students.

It is proposed that the funding to bear the travel cost of outbound KGP student and to host the inbound guest student may be sourced through IoE scheme.

Submitted for the consideration and approval please.

Associate Dean, IR & Ranking

→ Samrat Chakrabarti  
26.06.2023  
Dean, Outreach & AA

Deputy Director

Please provide an estimate  
of the funding required.  
27/6/23

Associate Dean, IR & Ranking

A clear estimate may be provided for further processing.  
→ Samrat Chakrabarti  
28.06.2023

Estimated ticket price is  
attached please. (Flight ①).  
Thanks and regards.  
→ Chakrabarti  
24/7/2023

Ph discuss

→ Chakrabarti  
25/6/23

Recd at OIR on  
3/7/2023





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

Ref. No. 1928/2023/OIR

Date: 20.07.2023

**Sub: Annexure to the letter with Ref No. 1909/2023/OIR**

With reference to the letter with Ref No. 1909/2023/OIR, this is to propose the following expenses with an estimated budget to be funded by the Institute through the IoE scheme:

SR NO	PARTICULAR	BUDGET HEAD	ESTIMATED BUDGET (APPROXIMATE) IN INR
1	OUTBOUND STUDENT FROM IIT KHARAGPUR	INTERNATIONAL TRAVEL TO EDINBURGH (TO AND FRO)	INR 140139/- per person
2	INBOUND STUDENT FROM THE UNIVERSITY OF EDINBURGH	MONTHLY STIPEND AND ACCOMMODATION (maximum for a period of 3 months)	INR 31000/35000 per month (as per JRF/SRF) + accommodation on a payment basis

Submitted for consideration and approval, please.

*Shanti  
20/7/23*

Executive Officer

*Shanti  
21/7/23*

Associate Dean, IR & Ranking

Dean, Outreach & AA

Deputy Director

Enclosure:

① As advised, estimated budget for the round trip to Edinburgh is enclosed.

② How much is approved under this head please? Just a clarification.

Enclosure:

① Estimated air fare by Balmeo Lawrie  
② Approval copy for airfare for travelling abroad - to be paid in full  
③ Proposed copy - email from Prof Suran Chakraborty

*Shanti  
28/7/23*



**Re: BUDGET ESTIMATE FOR ROUND TRIP TRAVEL TO EDINBURGH**

**From :** Shruti Singh <shruti@adm.iitkgp.ac.in>

Thu, Jul 20, 2023 05:51 PM

**Subject :** Re: BUDGET ESTIMATE FOR ROUND TRIP TRAVEL TO EDINBURGH

**To :** paul <paul.a@balmerlawrie.com>

**Cc :** dc <dc@mining.iitkgp.ac.in>, Associate Dean International Relation <adeanir@adm.iitkgp.ac.in>, Dean Outreach <deanor@adm.iitkgp.ac.in>, debjani <debjani@maths.iitkgp.ac.in>

Many thanks for the prompt response.

Highly appreciated.

Thanks  
Shruti

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**From:** "paul" <paul.a@balmerlawrie.com>

**To:** "Shruti Singh" <shruti@adm.iitkgp.ac.in>

**Cc:** "dc" <dc@mining.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>, "Dean Outreach" <deanor@adm.iitkgp.ac.in>, "debjani" <debjani@maths.iitkgp.ac.in>

**Sent:** Thursday, July 20, 2023 5:45:12 PM

**Subject:** RE: BUDGET ESTIMATE FOR ROUND TRIP TRAVEL TO EDINBURGH



Dear Madam

Pls find the below quotations as on date:

<b>PRICING OPTION 1</b>	<b>TOTAL AMOUNT</b>	<b>140139 INR APPROX</b>
<b>PERSON</b>		
ADT	TAX INCLUDED	
1 QR 541 M 01AUG CCU DOH 0350 0625 TU 788	MJR4R1SX	
2 QR 29 M 01AUG DOH EDI 0740 1315 TU 788	MJR4R1SX	
3 QR 32 Q 31AUG EDI DOH 0810 1705 TH 788	QJINP1RX	
4 QR 540 Q 31AUG DOH CCU 1850 0220 # TH 333	QJINP1RX	
«BOOK»	+TQ	

Rgds

Alik

**From:** shruti@adm.iitkgp.ac.in <shruti@adm.iitkgp.ac.in>

**Sent:** 20 July 2023 17:39

**To:** Alik Paul <paul.a@balmerlawrie.com>

**Cc:** dc@mining.iitkgp.ac.in; adeanir@adm.iitkgp.ac.in; deanor@adm.iitkgp.ac.in; debjani@maths.iitkgp.ac.in

**Subject:** BUDGET ESTIMATE FOR ROUND TRIP TRAVEL TO EDINBURGH

Dear Mr. Paul,

With reference to our telephonic conversation, we would be needing a budget estimate for round trip travel from Kolkata to Edinburgh for the following 2 separate dates:

- Kolkata to Edinburgh - 1st August 2023
- Edinburgh to Kolkata - 31st August 2023

As advised by our Associate Dean, we will be needing the above-mentioned information to prepare a budgetary proposal.

Your kind help is requested.

Thanks  
Shruti

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Best Regards,  
Shruti Singh Dasgupta / Shruti Das

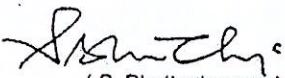


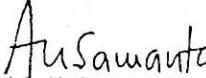
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

A meeting was held on 14<sup>th</sup> November 2014 at 12.00 Noon in the Office of the Deputy Director regarding modalities for financial support to students for participation in conferences in SAARC/Non-SAARC countries, Best Academic International Conferences, Students' Competition, Field Trip, Data Collection, Research work, etc. The following criteria are recommended:

#	Elements of Payment	Recommended Criteria
<b>TRAVEL ABROAD</b>		
1	Air Travel	Travel in economic class in Air India by shortest route only. For other airlines, prior approval to be obtained following MOCA guidelines.
2	Air fare	To be paid in full
3	Registration Fee	As per actual
4	Visa ( If applicable)	As per actual
5	Medical Insurance (If applicable)	As per actual
<b>Admissible per diem for Accommodation, Food and Local Travel (subject to submission of receipts)</b>		
6	(A) European Countries , Asian Countries (Japan Only), North & South America , South Africa, Australia & UK	USD 150 per day (maximum 10 days). USD 75 per day after 10 days.
	(B) Other Countries	USD 120 per day (maximum 10 days). USD 60 per day after 10 days.
<b>TRAVEL IN INDIA</b>		
7	Travel	Travel by Train in AC II-Tier by shortest route.
8	Train fare	To be Paid in full
9	Registration Fee	As per actual
10	Road journey	Rs. 10.00 per km. where train is not connected subject to submission of receipts. However, to & fro airport journey will be paid as per actual subject to submission of receipts.
11	Accommodation, Food and Travel within city	Rs. 2000 per day (maximum) subject to production of receipts.
<p><b>Remarks :</b></p> <ol style="list-style-type: none"> <li>1) Actual amount to be reimbursed is limited to the admissible amount but shall depend on approval for the particular visit/scheme under which the support for participation is provided.</li> <li>2) Reimbursement beyond the admissible amount prior approval to be obtained.</li> </ol>		

Submitted to the Director for approval please.

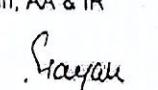
  
 ( S. Bhattacharyya )  
 Deputy Director

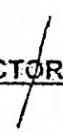
  
 ( A. N. Samanta )  
 Dean, PGS&R

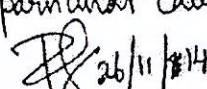
  
 ( N. R. Mandal )  
 Dean, SA

  
 ( S. Mukhopadhyay )  
 Dean, AA & IR

  
 ( A. K. Naskar )  
 Asst. Registrar, PGS&R

  
 ( S. Nayak )  
 Asst. Registrar, Accounts

**DIRECTOR**  
  
 Approved subject to ~~applicable~~ applicable  
 budget and funds for a particular category. To be  
 reported to BoG.

  
 26/11/2014



----- Original Message -----

From: "Prof. Suman Chakraborty" <suman@mech.iitkgp.ac.in>  
 To: "Jayanta Mukhopadhyay" <jay@cse.iitkgp.ac.in>, deanor@adm.iitkgp.ac.in  
 Cc: "goutam" <goutam@mech.iitkgp.ac.in>  
 Sent: Sunday, June 4, 2023 6:13:13 PM  
 Subject: Collaboration Proposal: University of Edinburgh

Dear Prof. Mukhopadhyay,

As you are aware of, the University of Edinburgh (UK) has offered a seed fund to initiate collaborative research between them and IIT Kharagpur in some strategic areas. They have accordingly suggested a framework for us to customize on and consent upon, which I am summarizing below.

**Purpose:** The purpose of the seed fund is to create new research partnerships, and consolidate existing research partnerships, through delivery of joint research projects and arriving at preliminary results for applying for extramural grants as well as joint supervision of research students.

**Focus area:** Research within the themes of rural energy, water, food & health will be eligible.

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- \* IITKgp and UoE will take the responsibilities of covering the International travel expenses of their respective students.

Please advise on formalizing the same at the earliest so that we may revert to them with our internal recommendation.

Best regards,  
 Suman

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 Dr. Suman Chakraborty  
 Professor & Sir J C Bose National Fellow  
 Formerly: Dean R&D and Head, School of Medical Science & Technology  
 IIT Kharagpur  
 Kharagpur 721302, INDIA  
 Phone: +91-3222-282990 (O), +91-3222-282991 (R)



Fellow: American Physical Society, Fellow: Royal Society of Chemistry (UK), Fellow: ASME; Fellow: Indian National Science Academy; Fellow: Indian National Academy of Engineering; Fellow: Indian National Academy of Sciences, Fellow: Indian Academy of Sciences

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Dr. Suman Chakraborty

Professor & Sir J C Bose National Fellow

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