Support provided by The Cytometry Society (TCS) of India for one day academic events

Item 1:

If *requested* by the host, TCS can provide:

1. A seed money of Rs. 25,000 on a returnable basis.

2. Travel and accommodation expenses for two national faculty members up to Rs. 25,000 per faculty (maximum or as per actuals, whichever is least).

3. To use TCS's official website for propagating the event

4. To use TCS's official website for conference registration and collecting registration fees.

5. Promotion through TCS's social media platforms.

TCS DOES NOT PROVIDE ANY OTHER SUPPORT APART FROM THOSE MENTIONED IN ITEM 1 and the applicant must clearly specify what all support are required from the above list.

Item 2:

Mandatory requirements to be fulfilled by the host:

1. The applicant must be a TCS member without any pending fees.

2. Propose a nodal/ referral person who will serve as a one-point contact between the host organization and TCS (this might not necessarily be the organizing secretary). This nodal person must be a regular employee of the host institution, who is currently in service.   This nodal person must not be a third party (like an event manager, etc).

3. In case of any financial disputes, the applicant must be willing to submit audited bills to TCS within one month of completing the conference.

4. Any advertisement or display material related to the conference must have logo and name of the host institute and TCS (BOTH).

5. The logo and name of industry partners involved can be displayed ONLY at the bottom of the display material in a small but readable font.

6. The organizers must be willing to apply for the respective state medical council's credit points towards the academic event.

7. In case the applicant requests for seed money, they must be willing to submit the bills incurred for spending the amount.

Item 3:

What the host institution need to provide:

1. A detailed proposal of the conference

Details of the sessions (from inauguration to vote of thanks) in a Table format with the time slots for each session.

  Identify potential faculty (Regional TCS faculty near the host's geography are preferred).

These details have to be submitted *at least 3 months in advance*.

2. Proposed venue for the conference.

3. Details regarding connectivity to the conference venue (like, distance from airport, railway station, etc.).

4. Propose speakers (within geographic vicinity of the conference venue are preferred).

5. Supports required from TCS (see Item 1).

Contact person for any clarifications:

For basic sciences related meetings: Dr. Maya Ravishankar Gupta @ maya_rk@rediffmail.com

For clinical sciences related meetings: Dr. Karthik Bommannan B.K. @ bkkb87@gmail.com