**IIT Madras and King’s joint seed fund budget table**

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| --- | --- |
| **Project Start Date** | (dd/mm/yyyy) |
| **Project End Date** | (dd/mm/yyyy) |
| **Location of Visit/Workshop** | (Chennai or London)  |
| **Item** | **Budget requested from IIT Madras** | **Budget requested from King’s** |
| Amount (£) (Dec 2023 - July 2024) | Amount (£) (Dec 2023 - July 2024) |
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|  |  |  |
| Total amount for the financial year |  |  |
| Total from IIT Madras / King’s College London |  |  |
| **Project total budget (£)** |
| (If there are other sources of funding supporting this proposal, please list the name and the amount of funding here). |

**Terms and conditions**

1. Travel: This fund will cover the flights and accommodation of IIT Madras /King’s colleague(s) directly involved in the project. However, the number of people and nights to be funded is subject to the funding review committee’s approval.
* Flights should be costed at economy flights between India and the UK. Other international flights are not funded.
* Accommodation must comply with standard academic guidelines for reasonably priced, non-luxury providers in London and Chennai.
1. Workshop
* Venue: applicants should use venues at their respective universities to lower the cost. External venue hire is subject to the funding review committee’s approval.
* Catering: applicants can apply for working lunch and tea/coffee during the day and should prioritize using in-house catering at each university; the final amount to be funded is subject to the committee’s approval.
* Receptions and conference dinners are not normally funded, but costs may be submitted for the consideration and approval by the review committee.
1. Miscellaneous
* Each university will decide whether to fund other costs (administrative support, additional catering, etc.). Additional funds can be awarded according to national rules and financial guidelines of each university.
* External staff from other institutions in the UK/India can take part in this project; however, their participation must be self-funded unless a clear case is made for support. The majority of researchers must be from King’s and IIT Madras.
* Resources: Please note this fund does not cover staff salary. At King’s the project may cover research assistants or to pay a PhD/PGR student assistant on an hourly rate via King’s Talent Bank.
* Please list any other source of funding and amounts.