

# केन्द्रीय संस्कृत विश्वविद्यालय

संसद के अधिनियम द्वारा स्थापित

(पूर्व में राष्ट्रिय संस्कृत संस्थान, मानित विश्वविद्यालय)

शिक्षा मन्त्रालय, भारत सरकार के अधीन

56-57, सांस्थानिक क्षेत्र, जनकपुरी, नई दिल्ली - 110058

No. 8-2/CSU/Acd/Misc/2023/1373



## Central Sanskrit University

Established by an Act of Parliament

(Formerly Rashtriya Sanskrit Sansthan, Deemed to be University)

Under Ministry of Education, Govt. of India

56-57, Institutional Area, Janakpuri, New Delhi - 110058

Date: 28.11.2025

To,

All Campus Directors

Central Sanskrit University

**Subject: Conducting Workshop of Bharatiya Bhasha Samiti – reg.**

Respected Sir/Madam,

With reference to the above subject, it is informed that the Bharatiya Bhasha Samiti, Ministry of Education, Government of India, is sponsoring Workshops on various initiatives related to promotion, development, and implementation of Bharatiya Bhasha across academic and institutional frameworks. The workshop aims to bring together stakeholders for meaningful discussion and collaborative planning.

All CSU Campuses are hereby requested to actively apply for conducting the said workshop. The topics/themes identified by the Bharatiya Bhasha Samiti for participation are as follows:

1. भारतीयभाषासु समान-वैज्ञानिक-प्राविधिकयोः शब्दावलीनिर्माणम्
2. सरलमानकसंस्कृतम्
3. संस्कृतमाध्यमेन संस्कृतशिक्षणम्
4. आधुनिकानां शब्दानां संस्कृतभाषायां निर्माणम्
5. संस्कृतज्ञानपरम्परा
6. संस्कृतक्षेत्रे नूतनप्रयोगाणां कृते कार्यशाला
7. इतरभाषाभ्यः संस्कृतभाषायाम् अनुवादः
8. नूतनशैल्याः शास्त्राणां शिक्षणाय कार्यशाला
9. नूतनपाठ्यक्रमाणां रचनायै कार्यशाला

The detailed proposal received from Bharatiya Bhasha Samiti is enclosed herewith for your kind reference and necessary action.

Thanking you,

Your sincerely,

Encl.: As above

**Prof. Narayana Simha R L**  
Associate Dean (Academic Affairs)

# भारतीय भाषा समिति

## Bharatiya Bhasha Samiti

### Proposal for organising academic activity related to the promotion of Bharatiya Languages

1.	<b>Category of the activity</b>	WORKSHOP
2.	<b>Title of the activity</b>	
3.	<b>Duration</b> (in days)	
4.	<b>Tentative Date(s)</b>	
5.	<b>University/ Institution details</b> (With full address)	
6.	<b>State/UT</b>	
7.	Official Website of the University/ Institution	
8.	Email and contact details of FO's office	
9.	Email and contact details of Registrar/Admin office	
10.	Email and contact details of VC/Head office	
11.	<b>Other collaborating institution(s)/ Organisation(s)</b> (Optional to fill, if any)	
12.	<b>Venue for the activity</b>	
13.	<b>Detail of Local Coordinator(s)</b> (Name, designation, affiliation details, contact, email must be mentioned) (Also attach CV at the end)	
14.	<b>Coordinator for the program from BBS.</b>	<b>Dr. K. GIRIDHARA RAO</b> Academic Co-ordinator Bharatiya Bhasha Samiti Contact: 9605716362 email: bbs.dr.kgiridhararao@gmail.com

**Note:**

- The duly signed scanned copy of proposal shall be sent through email on: [bbs.academics@gmail.com](mailto:bbs.academics@gmail.com)
- The subject of the email shall be: '**Proposal for Academic Activity for promotion of Bharatiya Languages**'
- While submitting the proposal through email, the offices of VC, Registrar and FO of concerned university/institution shall be kept in CC.
- Duly filled proposal received shall be considered for approval after due assessment by BBS. Submission of the proposal doesn't ensure its approval.
- All communications related to the submitted proposal shall be done by BBS subject to its approval by the Competent Authority.
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#### For Office Use of Bharatiya Bhasha Samiti

<b>Assigned File No.</b>		
<b>Total Approved Budget</b>		
<b>Proposed Advance to be released</b>		
<b>Expenditure Control Register</b>	Serial Number: Date of Entry:	Dealing Assistant

(Coordinator, BBS)

(Assistant Registrar, BBS)

## About the proposed academic activity

<b>Title of the activity</b>	
<b>Brief Concept note</b> (In about 300 words)	
<b>Participants/ Target groups</b>	
<b>Key Outcomes</b> (Point-wise)	

**Signature of the Local Coordinator(s)**  
(With Name, Mobile No. and email)

## Tentative Schedule of the activity

<b>Title of the activity</b>	
<b>Name of the Organising Institution</b>	
<b>Tentative date(s)</b>	

<i>Day</i>	<i>Session</i>	<i>Theme</i>
<b>Day-1</b>	Session-1	
	Session-2	
	Session-3	
	Session-4	
<b>Day-2</b>	Session-1	
	Session-2	
	Session-3	
	Session-4	

Add more rows/columns if required.

**Signature of the Local Coordinator(s)**  
(With Name, Mobile No. and email)

## Proposed Budget Estimate

<b>Category of the activity</b>	
<b>Title of the activity</b>	
<b>Tentative Date(s)</b>	
<b>Duration (in days)</b>	
<b>University/Institution Name &amp; Address</b>	
<b>Local Coordinator(s) details (With E-mail and Mobile No.)</b>	

### Proposed Budget details with sub-heads

<b>A</b>		<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
<b>S.No.</b>	<b>Particulars of tentative expenditure</b>	<b>Number</b>	<b>Rate</b>	<b>Days/Unit</b>	<b>Total</b>	<b>BBS Remarks</b>
1.	Honorarium to the Resource Person (RPs)/Per Day		Rs. 3,000/-			
2.	TA/Local Conveyance of the RPs		Rs. 2,000/-			
3.	TA/Local Conveyance of the RPs (Outstation)		Rs. 15,000/-			
4.	Accommodation of the RPs (Outstation)		Rs. 3,000/-			
5.	Tea, Refreshments, Lunch etc. for all		Rs. 500/-			
6.	Stationery for all		Rs. 200/-			
7.	Miscellaneous		Not more than 10% of the total Budget			
<b>GRAND TOTAL</b>						

1. All expenditures shall be done as per actuals, without exceeding the approved limit.
2. The organising university/institution shall also explore and utilize its own infrastructure/available facilities to minimize the cost of the activity in view of maintaining the austerity measures.

**Signature of the Local Coordinator(s)**

(With Name, Mobile No. and email)

#### For Office Use of Bharatiya Bhasha Samiti

<b>Assigned File No.</b>	
<b>Remarks of the BBS coordinator</b>	
<b>Total Approved Budget</b>	
<b>Proposed Advance to be released</b>	

(Coordinator, BBS)

## Undertaking/Acceptance letter

To  
**The Chairman**  
**Bharatiya Bhasha Samiti**  
Ministry of Education, Govt. of India  
'A' Wing, 3<sup>rd</sup> Floor, Vishwakarma Bhawan  
Shaheed Jeet Singh Marg, Katwaria Sarai,  
New Delhi-110016

The University/Institution \_\_\_\_\_ is willing to collaborate with Bharatiya Bhasha Samiti (BBS) for organising the academic activity entitled \_\_\_\_\_.

The institution agrees to receive the amount as financial assistance provided by the Bharatiya Bhasha Samiti for organising the proposed academic activity and to provide basic infrastructural facilities and logistical support for the same. A report (with photographs, details of participants, resource persons etc.) and developed material (content, brochure, publications etc.) of the activity will be submitted by the institution to the Samiti.

The institution shall be responsible for all essential & justified expenditures of the received amount as per rules. The Utilization Certificate (UC), Statement of Expenditure (SoE) and related financial documents as per GFR 2017 will be submitted to BBS **within seven working days** from the date of completion of the activity.

**The following account no. of the institution is authorised to receive the amount as financial assistance for organising the activity.**

<b>A/C Number</b>	
<b>A/C Holder's Name</b>	
<b>IFSC</b>	
<b>Bank Name</b>	
<b>Bank Branch Address</b>	

**Declaration by the Local Coordinator(s)**

I/We have read the Standard Operating Procedure (SOP) of the Bharatiya Bhasha Samiti for organising the proposed activity. I/We hereby accept the terms and conditions of BBS and submit our consent to complete all academic and financial obligations towards the proposed activity as per the SOP of BBS.

**Signature of the Local Coordinator(s)**

**Signature of the Administrative Head/  
Registrar/ Principal/Director**  
(With Name, Stamp and Contact Details)

Place:

Date:

## **About the Organising University/Institution/Department/College**

*(Maximum one page)*

## **CV of the Local Coordinator(s)**

*(Maximum two pages per individual)*