

Government of West Bengal
Department of Science & Technology and Biotechnology (DSTBT)
Vigyan Chetana Bhavan, Block-DD, Plot-26/B,
Sector-I Salt Lake, Kolkata-700064

Application Format for Science Popularization Programme

1. Programme Type (ref SN 11 of the Memorandum):
National Level Workshop and Hands-on Training
2. Title of the proposed Programme:
**Hands-On Workshop on Mushroom Cultivation & Drone Technology:
An Integrated Approach to Entrepreneurship**
3. Target Group (Faculty, Teacher, Research Scholar, School/College/ University Student, Community):
Research Scholar, College and University Students
4. Duration (days): **02 (Two) Days;**

Tentative Dates of the proposed Programme: **May 14-15, 2026**

5. Aims, Objectives and Details of the Programme (attach separate sheet, if necessary):
See Page No: 5
6. Name, Designation, Postal Address, mobile no. and e-mail id of the (only one) Programme Co-ordinator (PC) (attach separate sheet, if necessary):
Programme Coordinator: Dr. Somnath Roy, Assistant Professor, Department of Botany, Malda College, Rabindra Avenue, Dist. Malda, Pin: 732101, Email id. r.suman89@gmail.com / somnathbotany@maldacollege.ac.in ; Mobile No.: +91-9474030648
7. Legal status of the Institute (School/College/ University/ Institute/ Polytechnic/ ITI/ Autonomous body/ registered NGO/ Trust etc.): **State Aided College**
8. Date wise detail Programme Schedule (attach separate sheet, if necessary):
See Page No: 6

9. Collaborating Institutions/ Organizations, if any, with their specific contribution:

NOT APPLICABLE

10. Expected number of participants and list of Resource Persons/ Invited Speakers:
Participants: **100 nos.** Speaker: 5 nos.
11. Give details of the grant received from DSTBT in last three Financial Years, if any alongwith the date of submission of UC, Audited SoE, Report etc.: **Hosted 7th RSTC-2024-2025 Vide Sanction no. 1316/1017051 e-office Dated: 21/11/2024; UC submission: Vide Reference No. 36/MISC/2025/MC-190 Dated: 03/04/2025**
See Page No: 7-10
12. Name and address of the authority to whom the allotted amount is to be credited (if sanctioned) who will also be responsible for submitting the UC, audited SoE, Programme Completion Report, Feedback, Still and Video photographs etc. of the grant:
Name and Address of the Authority: **Malda College, Rabindra Avenue, Malda, Pin: 732101**
Submission of Documents by: **Dr. Manas Kumar Baidya, Principal, Malda College**



13. Total Estimated Expenditure (A)/ Organisation's contribution (B)/ Contribution from any other sources (C) / Grant expected from DSTBT(D):

D: ₹95,000/- = (A: ₹1,20,000/- – B: ₹ 25,000/- – C: ₹NIL)

(provide detail Budget break-up as per Annexure-I and Bank details as per Annexure-II):

Check List (put tick) of attachments to be submitted with the application

- Proposed Total Budget with break-up (Annexure-I) and Bank Details (Annexure-II) in Institute/ Organization's letter head: YES/NO
- For registered NGO/ Trust, filled in Application Format recommended by the appropriate Recommending Authority, viz., Jt.BDO/ BDO/ SDO/ DM/ Executive Officer- Municipality/ Commissioner-Municipal Corporation as the case may be (where the programme is actually going to be held): YES/NO NOT APPLICABLE
- For registered NGO/ Trust, attested copies of the registration certificate, latest renewal certificate, Memorandum and Rules & Regulations of the Organization, last three years Audited Statement of Accounts, Annual Reports etc., List of recommended beneficiaries: YES/NO NOT APPLICABLE

DECLARATION

Certified that the details furnished in the filled in format are correct to the best of our knowledge & belief and that the amount of financial assistance, if sanctioned, will be utilized for the purpose for which it is granted within the time as prescribed by DSTBT. We also undertake to abide by the General Guidelines and Terms & Conditions prescribed by DSTBT and provide due coverage to DSTBT during the Programme and publications/ print and electronic media made from the Programme in future. We also declare that within one month after completion of the Programme we shall submit the Utilisation Certificate (UC), Audited Statement of Expenditure (Audited-SoE), Programme Completion Report, Feedbacks from the Participants, still and video photographs etc.

Signature: Somnath Roy : 15/12/2025
Name of Programme Coordinator:
Dr. Somnath Roy
Designation: Assistant Professor
Address: Department of Botany, Malda College
Date: 15.12.2025



Signature: Principal : 15/12/2025
Name of Head of the Institution:
Dr. Manas Kumar Baidya
Designation: Principal, Malda College
Address: Malda College, Rabindra Avenue, Malda-732101
Date: 15.12.2025

(Office Seal)

RECOMMENDATION
(only for registered NGO/ Trust)

Certified that the said Organisation is reputed in this field and I/ we recommend the said proposal for getting grant-in-aid from DSTBT, Govt of West Bengal for the benefit of the local College/ University Students/ Community etc.

(Office Seal)

Signature:
Date:
Name of Recommending Authority:
Designation:
Address:



Ref. No.

Date.

Annexure-I

Proposed Total Budget with break-ups

A. Total Estimated Expenditure

Sl. No.	Items required with justification and rate	Total Expenditure (A) (₹)
1.	Honorarium to Resource Persons/ Experts	15,000/-
2.	Study materials, Consumables expenses	20,000/-
3.	Hall rent, if any	Nil
4.	Publicity materials	7,000/-
5.	Travel expenses	5,000/-
6.	T.A. to the external Resource Persons/ Experts	15,000/-
7.	Documentation expenses including audio-visual	20,000/-
8.	Light refreshments	30,000/-
9.	Auditors' fee	3,000/-
10.	Other expenses, if any (please specify)	5,000/-
Grand Total Expenditure (₹):		1,20,000/-

Please mention:

B. Institution/ Organization Contribution* in **₹25,000/-**
 C. Contribution from any other sources (with name & Address) in **₹ 0**
 D. Grant expected from DSTBT (₹) = (A-B-C) **95,000/-**

Signature of Authorised Personnel with seal

(Dr. Manas Kumar Baidya)

Principal

Malda College

Principal

Malda College, Malda

If C= 0

Undertaking: This organization/ institution
 is not receiving any kind of financial
 assistance from any other sources



Signature of Authorised Personnel with seal

(Dr. Manas Kumar Baidya)

Principal

Malda College

Principal

Malda College, Malda

*At least 10% of the total budget contribution from the Institute/ Organization is desirable



Ref. No.

Date.

Annexure-II

Bank details of the Applicant Organisation

Name of the Organization	MALDA COLLEGE
Bank Account number & name of the Account holder/ Organization	0678050000916 MALDA COLLEGE
Type of Account (Savings or Current A/c)	CURRENT ACCOUNT
Name of the Bank	PUNJAB NATIONAL BANK
Name of the Branch with Branch address	NETAJI MARKET BRANCH RATHBARI, MALDA, PIN: 732101
IFSC of the Branch	PUNB0067820
Mobile Number of the Programme Coordinator/ Head of the Organization	Head Of The Institute: 9734931801 Programme Coordinator: 9474030648
PAN / TAN of the Account holder/ Organization	CALM06461A

Signature of Authorised Personnel with seal



15/12/2025
(Dr. Manas Kumar Baidya)
Principal
Malda College

**Hands-On Workshop on
Mushroom Cultivation & Drone Technology:
An Integrated Approach to Entrepreneurship**
Organized by
Department of Botany and Geography, Malda College

Aims and Objective: The workshop on **Mushroom Cultivation & Drone Technology: An Integrated Approach to Entrepreneurship** are designed to equip participants with the skills and knowledge to promote profitable and sustainable businesses by gaining the synergy between these two fields.

Aims

- ❖ To foster an entrepreneurial culture by inspiring participants to view the integration of mushroom cultivation and drone technology as a viable and profitable business opportunity.
- ❖ To enhance self-reliance and economic growth in local communities by providing the tools for low-cost, scalable business ventures.

Objectives

Mushroom Cultivation

- ❖ Skill Development: To provide hands-on training in the complete mushroom production with special reference to substrate preparation, spawning, maintaining optimal growing conditions, and harvesting.
- ❖ Knowledge Transfer: To impart a theoretical understanding of mushroom biology, of Oyster mushroom, pest and disease management, and the environmental conditions required for successful cultivation.
- ❖ Value Addition: To teach post-harvest processing techniques, quality improvement, and the creation of value-added products to enhance marketability and profitability.

Drone Technology

- ❖ Introduction to Drones: To provide an overview of drone technology applications.
- ❖ Practical Operation: To offer practical sessions on drone operation, including flight path planning, data collection, and basic troubleshooting, ensuring safe and effective use in all sectors.
- ❖ Efficiency and Optimization: To demonstrate how real-time data from drones can be used to make informed decisions.

Entrepreneurship

- ❖ Business Planning: To guide participants through the process of designing and establishing a mushroom farm, including cost analysis, infrastructure requirements, and regulatory compliance.
- ❖ Market Strategies: To educate attendees on market dynamics, branding, and effective marketing strategies to sell both fresh mushrooms and value-added products in local and international markets.
- ❖ Access to Support: To inform participants about government schemes, funding opportunities, and contract farming options available for business startups in both the sectors.



**Hands-On Workshop on
Mushroom Cultivation & Drone Technology:
An Integrated Approach to Entrepreneurship**
Organized by
Department of Botany and Geography, Malda College

Proposed Programme Schedule

Day 1 (14.05.2026)	
Registration	10:00 - 10:30 AM
Inauguration	10:30 - 11:00 AM
Invited Lecture	11:00 AM - 12:00 Noon Mushroom Culture Technology and post-harvest processing
Invited Lecture	12:15 -1:15PM Unmanned Aerial Vehicle: Current scenario and future prospects
Lunch Break	1:30 - 2:15 PM
Hands-on Training	2:15 - 4:30 PM Mushroom Cultivation with special reference to Post-Harvest Technology
Day 2 (15.05.2026)	
Hands on training	10:30 - 1:30 PM Unmanned Aerial Vehicle
Lunch Break	1:30 - 2:15 PM
Invited Lecture on	2:15 -3:30 PM Entrepreneurship and Startup Scopes and opportunities in Mushroom Cultivation and Drone Technology
Valedictory	3:30 - 4:30 PM



15/12/2025
Principal
Malda College, Malda

Smt. Srabani Dhar, WBCS (Exe.)
Special Secretary



Government of West Bengal
Department of Science and Technology
and Biotechnology
Bikash Bhavan (4th floor)
Salt Lake, Kolkata 700091

No. 1316/1017051 e-Office

Date: 21/11/2024

To

1-2) The Registrar
Presidency University/ Bidhan Chandra Krishi Viswavidyalaya

3-6) The Principal
Siliguri College/ Malda College/ Rampurhat College/ Midnapore College

Sub: Budget for the 7th Regional Science and Technology Congress, 2024-25

Madam/Sir,

Enclosed please find herewith the detailed budget estimate for the 7th Regional Science and Technology Congress, 2024-25 which will speak for itself.

You are requested to kindly take preparatory measures following the relevant financial norms.

Enclo : As stated

Yours faithfully,

Special Secretary
to the Govt. of West Bengal

No. 1316(1/6)/ 1017051 e-Office

Date: 21/11/2024

Copy forwarded for information and necessary action to:

1-6) The Nodal officer of the Host Institute, Presidency University/Bidhan Chandra Krishi Viswavidyalaya/Siliguri College/ Malda College/ Rampurhat College/Midnapore College

Special Secretary
to the Govt. of West Bengal



Ref. No. 36/Misc./2025/MC-190

Date. 03/11/2025

To,

The Joint Secretary to Go WB &
Administrative Officer, WBSCST,
Vigyan Chetana Bhavan,
26/B, Block DD, Salt Lake,
Kolkata – 700064.

Subject: Submission of Utilization Certificate for 7th Regional Science and Technology Congress.
Respected Sir/Madam,

We are submitting herewith the Utilization Certificate and supporting documents pertaining to the grant received for organizing the 7th Regional Science and Technology Congress.

The grant amount of **₹ 25, 22, 600.00** (Rupees Twenty Five lac Twenty Two thousand Six hundred) only sanctioned and received on 9th December, 2024 under **Sanction Order No. 1316/1017051** e-Office Dated 21/11/2024 has been utilized as per the approved budget and guidelines. The Utilization Certificate, duly signed by the authorized signatories, along with a detailed expenditure statement duly signed by the Professional Chartered Accountant, is enclosed for your kind reference and record.

We express our sincere gratitude for your financial support and guidance, which enabled us to organize this event successfully.

Thank you for your continued support.

Yours faithfully,

[Dr. Manas Kumar Baidya]
Principal
Malda College, Malda.

Enclosures:

1. Utilization Certificate (Annexure - A)
2. Detailed Expenditure Statement



Ref. No.

Date.

Annexure - A**UTILISATION CERTIFICATE IN RESPECT OF GRANT-IN-AID**

1. Name of the Grantee Institute (s) [Attach : MALDA COLLEGE separate list for more than one Grantee Institution]
2. Sanctioning Authority : Joint Secretary to the GoWB & Administrative Officer, WBSCST, Vigyan Chetana Bhavan, 26/B, Block DD, Salt Lake, Kolkata – 700064.
3. Sanction Order Number & Date : 1316/1017051 e-Office dt. 21/11/2024
4. Amount Sanctioned : 25,22,600.00
5. Drawing & Disbursing Officer : Principal, Malda College, Malda
6. Treasury/PAO : NA
[From where the bill was drawn]
7. Bill No. & Date : NA
8. T. V. No. & Date : NA
9. Amount Drawn : 25,22,600.00
10. Unspent Balance of Previous year, if any : NA
11. Amount Utilised : 25,27,611.00
12. Unspent Balance, if any, in Current year : NIL
13. Purpose of Utilisation : 7th Regional Science & Technology Congress

CERTIFICATE

Certified that I have satisfied myself that the conditions on which the Grant-in-Aid was sanctioned have been duly fulfilled/are being fulfilled that I have exercised the following checks to see that the money was actually utilised for the purpose for which was sanctioned.

[Applicable in case of unspent balance] The unspent fund will be adjusted against the Grant-in-Aid to be sanctioned and paid in the Current Financial Year (applicable in case of recurring grant only).

Kinds of checks exercised

1. Cash Book
2. Ledger

Date:



 Signature with Official Stamp

 Principal
 Malda College, Malda

Head Office : "Rohini sadan" (2nd Floor), Rathbari, Netaji Market, Malda - 732 101 (W.B.)
City Office : 64 /42 A Belgachia Road, Kolkata, W.B. - 700 037
Branch Office : Mohanbati, Raiganj, Uttar Dinajpur - 733 134 (W.B.)
e-mail : skkunduca@gmail.com / mda_skkundu@yahoo.co.in # **Mobile :** 9434054252

MALDA COLLEGE, MALDA
REBINDRA AVENUE,
P. O. & DIST. MALDA

UTILISATION CERTIFICATE

FOR

7TH REGIONAL SCIENCE AND TECHNOLOGY CONGRESS, 2024-2025

Certified that the total Grant of Rs. 25,22,600/- (Rupees Twenty Five Lac Twenty Two thousand Six hundred) only received from 7th Regional Science and Technology Congress, 2024-2025 entitled to Malda College has been utilised for the purpose for which it was sanctioned and in accordance with the term and condition laid down by the 7th Regional Science and Technology Congress, 2024-2025

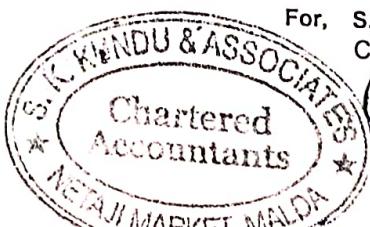
It is also certified that the grant has been properly utilized for the purposes for which it was sanctioned.

RECEIPTS AND PAYMENTS ACCOUNT

To,	RECEIPTS <u>Opening Balance</u>	Rs.....P	Rs.....P	PAYMENTS	Rs.....P	Rs.....P
	Cash in hand		N I L	By, Printing of Materials		27,506.00
"	<u>Grant Received from</u>			" Cost of Registration Kits		2,56,999.00
	7th Regional Science and Technology Congress e-fund Transfer dated 09.12.24	25,22,600.00		" Printing of Banners/ Flexes/Leaflets etc.		1,69,485.00
"	College Fund (Own Contribution)	5,011.00		" Refreshment Cost		6,05,253.00
				" Arrangement of Vehicle		1,64,320.00
				" Accommodation / Logistics		72,546.00
				" Stage Preparation/Decoration/Photography and Videography		3,11,216.00
				" Prizes and Honorarium		8,20,228.00
				" Other Contingencies		1,00,058.00
				" Cash in Hand		N I L
						25,27,611.00
						25,27,611.00

Principal
Malda College, Malda

M A L D A
The 20th March, 2025



For, S.K. KUNDU & ASSOCIATES
Chartered Accountants.

S. K. KUNDU
Chartered Accountant.
M/No. 053515