

Global Initiative for Academic Networking (GIAN) Phase V Guidelines

1. Eligibility of participation:

- a. All Institutions which had already participated in GIAN Phases I to IV.
- b. All institutions that are in the top 200 institutes in NIRF overall ranking (<https://www.nirfindia.org/Rankings/2024/OverallRanking.html>) .
- c. All centrally funded institutes. ([List of CFI's](#))
- d. Only permanent faculty of participating institutes can submit a proposal.
- e. An institute is permitted to submit a maximum of 40 proposals with a maximum of 2 proposals per host faculty/course coordinator in this phase.
- f. The foreign faculty should be holding a passport of any country other than India or should have a permanent foreign affiliation.
- g. Association of each foreign faculty/expert will be restricted to a maximum of 2 distinctly different proposals in a phase.

2. Proposal Guidelines:

- a. The course proposals should have a duration of either 5 days or 10 days.
- b. The course can be conducted in virtual or in-person mode. If the foreign expert is visiting the host institute to teach the course, it will be classified as in-person mode, otherwise, it will be classified as virtual mode.
- c. The minimum number of lecture hours (excluding tutorial/practical) should be 12.
- d. Normally, course proposals are expected to be between 12-14 lecture hours in a 5-day course and 24-28 lecture hours in a 10-day course. More than 14 hours of lectures covered in 5 days will be considered as a 5-day course.
- e. Course proposals of more than 10-day duration/28 lectures and less than 2 months duration can be allowed with no extra financial support.
- f. Minimum 60% of the course including lectures and tutorials should be taught by the foreign faculty.

3. Funding Guidelines

- i) Common guidelines for in-person and virtual mode courses:
 - a. The host faculty and other Indian instructors may get an honorarium at the rate of 5,000/- per lecture hour and 3,000/- per tutorial hour for a course.
 - b. A maximum of Rs. 5,000/- per course may be earmarked to the local coordinator for office expenses and honorarium, from the contingency expense of the course.
 - c. Institutes/universities not funded by central or state governments should submit utilization certificates signed by a chartered accountant in practice. Institutes/universities funded by central or state governments can submit utilization certificates signed by the competent authority at the institute.
 - d. Rs. 86 per USD will be paid for each course irrespective of the actual conversion rate for phase V courses approved in FY 2025-26.
 - e. USD to INR rate of conversion as on the 1st of April, 2026 will be used for courses approved in FY 2026-27.

- f. Appropriate TDS should be deducted from the honoraria of respective recipients. The TDS rules for foreign recipients can be found here ([TDS on Payment of Honoraria to Foreign Experts \(Non-Resident\)](#)).
- ii) For courses being conducted in in-person mode:
- a. A total of USD 8,000 (for a 5-day course) and USD 12,000 (for a 10-day course) will be sanctioned for the GIAN course to support (i) travel and honorarium for the foreign faculty (ii) honorarium for the host faculty & local coordinator (iii) incidental/contingency expenses including video recording.
 - b. Head A: Contingency expenses including video recording, honoraria for teaching assistants and volunteers, printing & stationery expenses, food and refreshment expenses of participants, chartered accountant's fee and other expenses should not exceed 35% of the total sanctioned funds. Any surplus amount in Head A can be moved to Head B.
 - c. Head B: The remaining amount can be utilized for travel and honoraria of foreign faculty and other Indian resource persons.
 - d. There are no additional head-wise restrictions on the fund utilization.
- iii) For courses being conducted in virtual mode:
- a. The total funding for the course will be USD 3,500 for a 5-day course and USD 6,500 for a 10-day course. This includes contingency and honoraria for all the course instructors.
 - b. The foreign faculty is not entitled to get a travel allowance.
 - c. Head A: A maximum of Rs. 30,000/- can be earmarked as a contingency fund for the course. Contingency should cover all expenses other than honoraria for the speakers including the chartered accountant's fee for preparing the UC.
 - d. Head B: The remaining amount can be utilized for honoraria of foreign faculty and other Indian resource persons. Honorarium for foreign faculty in virtual mode will be limited to USD 250 per hour.

4. Proposal Reviewing Mechanism:

- a. Each proposal will be reviewed by subject experts selected by the chairperson of the respective sectional committee. The sectional committee chairs will give a recommendation to each course proposal.
- b. Recommended proposals will be approved by the GIAN Implementation Committee.
- c. The sanction orders for the approved courses will be issued by the National Coordinating Institute.
- d. Each reviewer would be paid Rs. 2,000/- per review if completed within the stipulated time.
- e. The chairperson of the sectional committee would be paid Rs. 1,000/- per proposal for coordinating the review process and timely recommendation of the proposal to the national coordinator.
- f. National Coordinator/Co-Coordinator/coordinating agency would be paid Rs. 1,000/- per submitted proposal for overall coordination of the GIAN program.
- g. In-person courses will be given priority.
- h. Foreign experts who have not participated in GIAN or SPARC programs in the past will be given priority.
- i. Proposals from institutes in aspirational districts will be given priority. The list of aspirational districts can be found here. ([Aspirational districts](#))

5. Guidelines for the conduct of approved GIAN courses:

i) Common guidelines for in-person and virtual mode courses:

- a. The host institute should ensure that the approved courses are conducted as per the terms and conditions of GIAN and in adherence to the details in the proposal.
- b. As soon as the course is approved and the sanction letter is issued, the course coordinator needs to submit the course brochure (as per the template available on the website) with final dates - in consultation with foreign faculty - within 15 days
- c. The courses offered by a host institution should be made available for participation from other institutions. At least 20 participants should attend the course and at least 10 participants should be from outside the host institute. In case the institute fails to receive adequate participation, the course coordinator and local coordinator need to provide an explanation of what special efforts were made to increase the participation.
- d. Live webcast and video recording of all courses is mandatory. Live webcast links for the course should be shared with the National Coordinating Institute for monitoring. The recording should be of high quality. The local coordinator should make sure that the video and audio quality is satisfactory.
- e. The recorded videos and course material will be placed on GIAN website for public consumption.
- f. Collection and submission of feedback from ([feedback form template](#)) participants for each course is mandatory.
- g. Collection of feedback from and foreign experts ([foreign expert feedback form template](#)) for each course is mandatory.
- h. Conduct of examination or continuous evaluation including quizzes and assignments are required for participants wishing to get graded for the course.
- i. Course lectures may be telecast through the Swayam Prabha Channels for which the EMRCs may be authorized/ equipped by providing inputs as desired. Necessary consent from the faculty should be obtained for telecasting the lectures through Swayam Prabha Channels.
- j. A copy of the lecture notes and video recording of all the lectures and tutorials to be sent to the national coordination team within one month of course completion in the required format ([video recording guidelines](#) and [lecture wise videos format](#)). The local coordinator should also maintain a repository of all the course material.
- k. Registration fee from student participants should not be more than Rs. 2,000 for a 1-week course and Rs. 4,000 for a 2-weeks course. The host institute can apply any additional conditions on the collection and utilization of the registration fee.
- l. Since the intent of the GIAN course would be to nucleate opportunities for collaboration with the host department/ institute, the Foreign Expert may also be asked to present an institute- level talk on the research theme. Online meetings with interested faculty to explore collaborative opportunities may be held. Also, a document highlighting these opportunities as well as a tentative plan on how they will be pursued (i.e., funding agencies, student and/or faculty exchange, joint industry workshops, ...) may be outlined in the document by the course coordinator/ Local Coordinator.
- m. A course approved for in-person mode may be changed to virtual mode by making a request to the National Coordinator along with a proper justification.

- n. The course coordinator/ local coordinator of the host institute should submit the course completion report (containing recorded course lectures, course material, attendance sheets, feedback forms, [utilization certificate](#) and [other forms](#)) within 30 days of the completion of the course in the GIAN portal.

ii) **For in-person mode:**

- a. The foreign expert as well as most of the participants should join in-person.
- b. The type of visa applicable for the foreign expert will typically be a Business Visa. An invitation letter to the foreign expert for the purpose of a VISA will be issued by the Head of the host institute. Foreign expert faculty who have an overseas citizen of India (OCI) card, are however exempted from this requirement.
- c. These applicable travel guidelines ([travel and visa guidelines](#)) should be followed for an in-person course.

iii) **For virtual mode:**

- a. Foreign faculty/experts are permitted to teach GIAN courses in virtual mode. The course coordinator should arrange to stream the lectures live as well as record them. Streaming of pre-recorded lectures is not permitted.
- b. Students may attend the GIAN courses in virtual mode or in-person mode.
- c. An appropriate mechanism (such as screenshots of all the participants) should be used to take attendance of course participants every day.