

NORTH EAST ZONE CULTURAL CENTRE
Ministry of Culture, Government of India
Dimapur, Nagaland

Application form for Documentation Projects on vanishing art forms by NEZCC

1	Name of the Applicant/Chief Researcher/ Director	:	
2	Permanent Address	:	
3	Present Address/Contact Address Email address/Mobile No/Telephone No	:	
4	Educational Qualification	:	
5	Title of the Project	:	
6	Name of Investigator	:	
7	Name of Assistant Investigator	:	
8	Similar completed works/projects	:	
9	Location of the field works	:	
10	Project summary	:	
11	Objective	:	
12	Methodology/Action Plan	:	
13	Name credentials of experts involved in the projects	:	
14	Time frame/Duration of the Project	:	
15	Budget (Detail budget estimate to be enclosed)	:	

DOCUMENTATION PROJECTS

Terms & Conditions

- 1 Documentation Projects shall be commissioned under Annual Grants from the Ministry of Culture, Government of India and the projects shall have to be completed within the Financial Year
- 2 Research Oriented Documentation Projects based on the Vanishing Art Forms shall be placed in Zone Selection Committee Meeting for the selection/ approval
- 3 Duplication of Project in any form shall be avoided. Accordingly, the applicant shall submit the declaration that his/her proposed project has not done/taken up earlier by any Agency/Individual.
- 4 The Zonal Selection Committee shall allocate the fund against each selected projects
- 5 The final Documentation products/ materials to be submitted are as follows:

A. Audio – Visual Documentation:

- (i) Final Edited (50 copies with cover design) in Telecast Quality (HD/FHD format) alongwith Master Copie(s)
- (ii) Still Photographs of important components of the documentary in high resolutions minimum 300 dpi both in hard and soft copies
- (iii) Full script/write – ups of the project both in hard and soft copies (soft copies shall be in MS Word Format)
- (iv) Logos of North East Zone Cultural Centre (NEZCC) and Ministry of Culture shall be permanently highlighted in both documentary Film and DVD Covers with approval of the Director, NEZCC

B. Research Publication:

- (i) Printed Copies (10 copies) with appropriate cover design
- (ii) Logos of North East Zone Cultural Centre (NEZCC) and Ministry of Culture shall be permanently highlighted in the Publication with approval of the Director, NEZCC
- (iii) Full scripts of the publication both in hard and soft copies (soft copies should be in MS Word Format)
- (iv) Still Photographs of the documentary in high resolutions minimum 300 dpi both in hard and soft copies
- (v) North East Zone Cultural Centre (NEZCC) and Authors of the book copyright. Both the parties shall have right to reproduce the book for sales and circulation, providing proper acknowledgement about the NEZCC and the author.

6. The name of the North East Zone Cultural Centre, Dimapur, Nagaland with Logo of NEZCC shall be prominently highlighted in the publication/film/ documentary with the caption that “The research and production of this book was done with the sponsorship of North East Zone Cultural Centre, Ministry of Culture, Government of India, Dimapur, Nagaland under the Documentation Scheme” in first edition as well as in all the subsequent editions/ reproductions.

The Copyright of the production /publication/research data will be shared equally by the NEZCC and the Author/Research Scholar/project Director subject to the conditions that ;

- (a) The NEZCC shall reserve the right for reproduction and circulation of the production / publication/research data without obtaining permission from or giving intimation to the Author/Research Scholar/Project Director.
 - (b) The Authors / Research Scholar/ Project Directors have the right for reproduction and circulation of the production /publication/research data etc. without making any alteration in the original production/publication/research data etc., after obtaining prior permission from the Director, NEZCC Dimapur.
- 7 On completion of the project, the final report/product with all relevant documents i.e. DVD/CD, Book, photographs etc. shall be submitted for final approval of Authority (Director, NEZCC)
 - 8 50% of the budget allocated will be released on request and acceptance of the terms and condition. 30% will be released on submission of 1st Interim Report (if found satisfactory) and 20% (Final Payment) on submission of finished product/project with bill/vouchers duly counter signed.
 - 9 An Internal Screening Committee shall be formed to monitor thoroughly all the documentation project proposals and place with notes to Zonal Selection Committee
 - 10 The approved documentation project will published in the NEZCC website “www.nezccindia.in” from the current financial year
 - 11 The last date of the submission of Documentation Project proposals will be January 30 for current financial year