



**G L BAJAJ GROUP OF INSTITUTIONS**  
**MATHURA (UTTAR PRADESH)**

**PROFORMA FOR SUBMISSION OF PROPOSALS FOR CONDUCTING  
FACULTY DEVELOPMENT PROGRAMMES (FDPS)**

1. Name the Department: \_\_\_\_\_
2. Name of the Faculty Coordinator(s): \_\_\_\_\_
3. Details of Proposed FDP:
  - i. Title : \_\_\_\_\_
  - ii. Date(s) : \_\_\_\_\_
  - iii. Duration: \_\_\_\_\_
  - iv. Venue of FDP: \_\_\_\_\_
  - v. Course Content: \_\_\_\_\_  
(Enclose separate sheet if required)
  - vi. No. of Participants expected to participate: \_\_\_\_\_
  - vii. Participation Fee, if any : \_\_\_\_\_
4. Name of the sponsoring agencies, if any \_\_\_\_\_
5. Methodology for monitoring and follow-up of FDP to be adopted after the conduct of the programme:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Estimated Cost : ₹ \_\_\_\_\_  
(Detailed break-up to be attached)
7. Any other information relevant to the proposal: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

(Sign of the HoD with seal)

**COMMENTS FROM AUTHORITY**