

4th November 2024

To,

Mr. Mandeep Singh Saini,

Department of Student Research and Projects,

Lovely Professional University,

Phagwara, Punjab - 144411

Subject: Request for Approval and Funding for Participation in IN-SPACe One-Week Model Rocketry Workshop

Respected Sir,

We, **Team Pinaka (Team ID: 2024-ASI-ROCKETRY-047)**, are pleased to inform you that we have been selected for the Preliminary Design Review phase of the prestigious IN-SPACe Rocketry Competition. As part of this advancement, we have been invited to attend a mandatory one-week IN-SPACe short-term skill development workshop on **"Essentials of Model Rocketry" from November 9 - 15, 2024 at Communication Training Institute, Airforce Station, Jalahalli, Bengaluru**. This workshop, under the guidance of the developers and designers of Indian rockets and launch vehicles, will include training in model rocket building followed by a competition to construct and launch a model rocket to reach 100 meters. The performance at this workshop will significantly contribute to the overall evaluation of the competition.

To facilitate our participation, we seek your kind approval and financial assistance for the workshop, amounting to ₹25,000 per participant. Below are the details of the two team members selected to attend:

Name	Registration Number	Program
Pranav M P	12221399	B.Tech. Aerospace Engineering, 3rd Year
Vijay Prakash Mishra	12200593	B.Tech. Aerospace Engineering, 3rd Year

Furthermore, there is an additional requirement of ₹25,000 as the fee for submitting a comprehensive design report after the workshop. Subsequently, a tentative amount of ₹1.5 lakh will be necessary for procuring materials, testing, and development of the rocket. The Cost Allocation Summary for team and the university is attached to the application. We acknowledge that any materials and models created using university funding will remain the property of the university and will be returned after the conclusion of the competition.

We kindly request your approval and assistance in facilitating this vital part of our competition journey. Your support will be instrumental in enhancing our practical learning and ensuring successful representation at the competition.

Thank you for considering our request.

Yours sincerely,

Pranav M P

Team Leader, Team Pinaka

Cost Allocation Summary:

Process	Amount	Bearer
Preliminary Design Review Fee	Rs. 5000/-	Team (Paid)
Rocketry Workshop Fee	Rs.50000/-	University
Comprehensive Design Fee	Rs. 25000/-	Team
Materials, Testing, and Prototyping Cost	Rs.75000/-	University
	Rs.75000/-	Team
Total	Rs. 2,30,000/-	

Amount	Bearer
University	Rs. 1,25,000/-
Team	Rs. 1,05,000/-