

All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: www.aicte-india.org

Prerana - Sanction Order

To

The Drawing and Disbursing Officer,
All India Council for Technical Education,
Nelson Mandela Marg,
Vasant Kunj,
New Delhi - 110070

Sub : Release of a sum of **Rs. 536000/-** being the 100% Recurring as Grant-in-aid under Prerana Scheme- reg.

Sir,

This is to convey the sanction of the Council for payment of **Rs. 536000/-** as 100% Recurring grant-in-aid under Prerana Scheme to **PRIYADARSHINI ENGINEERING COLLEGE, VELLORE, Pin No - 635751, Tamil Nadu.**

1. The amount of the grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education on the grant-in-aid bill and shall be disbursed to and credited to the Registrar/ Director/Principal of the institute through RTGS.
2. This grant-in-aid is being released in conformity with the terms & conditions as well as norms of the scheme as already communicated, and also being communicated in this letter.
3. The sanctioned amount is debit to the Major Head **601.41 (b) & (c)** of the Scheme of **PRERANA** and is valid for payment during the financial year 2018-19.

The instructions/guidelines to be followed by University/Institution

I. Release of funds and maintenance of accounts

- a. The Principal of the institute and the Coordinator of the program are requested to verify the correctness of the under mentioned bank account/ RTGS details submitted by them along with the Proposal, in which the grant is being released: -

Institute No.	PAN	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAATJ0372Q		SYNDICATE BANK	Vaniyambadi	21/772, OOSI Street	Priyadarshini Engineering College	Current Account	6253307000 2437	SYNB00 06253

In case of any omission the same should be reported to AICTE immediately. -

- b. The Institute shall strictly follow the provisions laid down in the scheme document and sanction order no. F. No. RIFD/72-Policy (32) /PRERANA/2017-18 dated 14/3/19 issued by this office unless and otherwise mentioned herein.
- c. Funds covered by this grant shall be kept separately and would not be mixed up with other funds, so as to know the amount of interest accrued on the grant.
- d. The University/College/Institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on approved items of expenditure.
- e. The grant is intended to cover items of expenditure connected with the Prerana Scheme such as Honorarium to the eminent faculty members invited for conducting sessions @ Rs.2000/- per class of minimum 2 Hours. No TA/DA will be paid. Students will be paid the application fee for such exams through this scheme.
- f. The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed proforma to be submitted by the University/College/Institution. Further, the accounts of the institute will be open for test check by the Council or Controller & Auditor General of India or any other officer designated by them.

II. Disbursement of funds to institutions

- a. 100% Recurring amount as grant-in-aid to be released to AICTE approved institutions under the scheme. There is no non-recurring amount.
- b. The above said grant shall be released on the basis of the Letter of Approval (LOA) issued by AICTE to the institute for the academic year 2018-19.

III. Instruction to Institute for Implementation of scheme

- a. The parent institution shall provide adequate space for conducting the classes for SC/ST students.
- b. For smooth functioning of scheme and to meet its objectives effectively, it is essential to assign an adequate man power in the form of dedicated faculty as Principal Coordinator and support staff.
- c. The Principal Coordinator shall devise a feed-back mechanism to assess the importance of the programme. The feed-back shall be obtained after each programme from each of the SC/ST students. If need be, the centre can update its course curriculum of these programmes.
- d. The scheme should be started within six month from the release of funds and completed within 2 years.
- e. Any extra money required to complete the programme must be borne by the institute from their own resources. But the quality of the activities should not be compromised.

IV. Submission of documents by university/institution

- a. The following mandatory relevant documents are required to be submitted by the university/institution within one month of the completion of the program :-
 - i) Original Statement of actual expenditure & Utilization Certificate in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed and sealed by a Chartered Accountant endorsing the membership number and complete postal address. Photocopies of formats are enclosed.
Note: The university/institution is not required to submit bills/vouchers/invoices etc for the expenditure incurred out of recurring grants. However, such copies of bills/vouchers/invoices shall be digitized by respective institutions receiving grant and uploaded scanned copies of such bills/vouchers/invoices etc on the portal for availability and view at any point of time.
 - ii) Feedback form in the prescribed proforma.
 - iii) Copy of the proceedings and completion report.
 - iv) The minutes of the meetings of PEC along with its report.
- b. The balance amount of the grant, if any will be reimbursed to the university/institution only on submission of the above documents. On receipt of these documents, the total amount of balance of financial assistance, admissible as per the norms, shall be worked out and grant-in-aid shall be released, as second instalment, in favour of the beneficiary institution.
- c. The university/institution is expected to submit the above said mandatory documents viz. Utilization certificate, Expenditure Statement and feedback form etc within one month after completion of scheme. The entire amount of grant already released, along with interest accrued thereon shall be refunded to AICTE if mandatory documents are not submitted by the institute beyond one year.

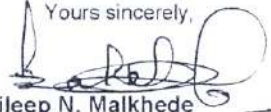
V. General instructions

- a. The approved Prerana scheme shall be conducted within six month from the date of release of funds.
- b. **If programme is not conducted in the period of six months of the issuance of this Sanction Order, the released amount, along with interest accrued thereon, has to be returned back to AICTE.** Kindly mention the File No. 72-Policy () /RIFD/PRERANA/2017-18 in your future correspondence.
- c. **Program Evaluation Committee (PEC)** is required to be constituted at institutional level. The constitution of the PEC shall be as under :
 - (i) Principal/Director/Registrar of the institution (Chairperson)

- (ii) Coordinator of the program (Member Secretary),
- (iii) Two HODs and one subject expert (members).

The members of the said PEC shall not be below the rank of Associate Professor.

- d. **GoI GFR rules** (@<https://doe.gov.in/order-circular/general-financial-rules2017-18>) should be followed during utilization of grant.
- e. This Sanction Order may be treated as Offer Letter for all purposes.

Yours sincerely,

Dileep N. Malkhede
Advisor - I (RIFD)

Copy forwarded for information and necessary action to:

1. **Name & address of Coordinator of the Program**

✓ Dr. NATARAJAN P
PRIYADARSHINI ENGINEERING COLLEGE
CHETTIYAPPANUR VILLAGE & POST,
VANIYAMBADI, VELLORE
VANIYAMBADI - 635751

2. **Registrar / Director / Principal**

PRIYADARSHINI ENGINEERING COLLEGE
CHETTIYAPPANUR VILLAGE & POST,
VANIYAMBADI, VELLORE
VANIYAMBADI - 635751

3. **Guard File**

14 MAR 2019