

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



D. Anand
1-2-20

PRERANA - Sanction Letter

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. 716667/- (Rupees Seven Lakh Sixteen Thousand Six Hundred SixtySeven Only) being the Grant-in-Aid under the scheme Prerana for the year 2018-19 payable during the current financial year 2019-20- reg.

Sir,
With reference to the proposal submitted by the institute, this is to convey that the sanction of the Council for payment of Rs. 716667/- (Rupees Seven Lakh Sixteen Thousand Six Hundred SixtySeven Only) as 100% recurring grant Grant-in-Aid under the PRERANA scheme, as per details given below:

1.	Name and address of the Beneficiary Institution:	PRATHYUSHA ENGINEERING COLLEGE, POONAMALLEE - TIRUVALLUR HIGH ROAD ARANVOYALKUPPAM TIRUVALLUR - 602 025, TIRUVALLUR-602025, TIRUVALLUR, Tamil Nadu
2.	Duration of the scheme:	2 Years
3.	Total Grant-in-aid Sanctioned:	Rs. 716667/-
4.	Amount to be released during the year 2019-20:	Rs. 716667/-
5.	Sanctioned grant-in-aid is debitable to:	Major Head 601. (b) & (c)

- 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 account of Director/Principal/Registrar of the Institute through RTGS/PFMS.
- 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.

The instructions/guidelines to be followed by University/Institution

I. Release of funds

- The Principal/ Director of the institute and the Coordinator of the project are hereby 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 PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAATP5521H	CITY UNION BANK	Ashok Nagar	New No. 51, Old No.12, Ashok Manasarovar Ground Floor, 1st Avenue 100 Feet Road, Ashok Nagar, Chennai-600083	PRINCIPAL PEC	Current Account	510909010103675	CIUB000130

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

- The sanction is issued in exercise of the powers delegated to the council and other terms & conditions laid down in the guidelines of the scheme.

- c. 100% Recurring amount as grant-in-aid is being released to AICTE approved institutions under the scheme. There is no non-recurring amount.

II. Maintenance of accounts

- a. The Institute shall strictly follow the provisions laid down in the scheme document and sanction order No. F.No.72-15/RIFD/Prerana/Policy-1/2018-19 dated ____2019 issued by this office. All correspondences related to the scheme must contain this number along with year of sanction of the scheme; failing which correspondence will not be entertained.
- b. 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.
- c. The College/Institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on the scheme.
- d. The Council or its nominee shall have the right to check/verify the account to satisfy that the fund has been utilized for the purpose for it was sanctioned.
- e. The date of release of the grant by AICTE shall be taken as the date of commencement of the scheme. The Principal / Director / Registrar shall intimate about the receipt of the grant to AICTE. Any expenditure incurred prior to the issuance of the approval letter will not be allowed to be adjusted in the grant and if the Institution do not take the scheme work within six month of the receipt of the grant, the approval shall ipso facto lapse.
- f. The amount of interest accrued on the grant should be treated as part of the grant to be utilized for that particular scheme. However, the interest amount accrued along with grant disbursed should not exceed the total grant sanctioned for the scheme. The Institute receiving the grant should reflect the same in the audited statement of accounts/ utilization certificate and may either refund the interest amount to AICTE.
- g. After receipt of the grant from AICTE, the Institute shall send a confirmation to AICTE within 2 months of receipt of grant that the sanctioned scheme has been started/is in progress.
- h. 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.

III. Instructions 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 feedback 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. 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. Refund of grant (by way of a demand draft in favour of Member Secretary, AICTE, New Delhi)

- a. In any case, if the institute is required to refund the grant or interest accrued thereon or balance amount, the amount will be refunded to AICTE.
- b. If the college/institute does not have the Letter of Approval (LOA) or Extension of Approval issued by AICTE for the academic year 2019-20, the fund released should be immediately refunded to AICTE with interest accrued thereon.
- c. If scheme is not started within six months of the issuance of this Offer Letter, the released amount, along with interest accrued thereon, has to be necessarily returned to AICTE.
- d. It may be ensured that the scheme is completed within the stipulated time. If the scheme is not completed in time no further extension will be granted in any case and institute has to refund the entire amount to AICTE.

Depositing the Demand Draft in the bank, the same be immediately dispatched

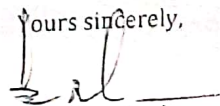
- a Feedback form in the prescribed proforma.
- b Original Statement of actual expenditure in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor Note: The institution is not required to submit bills/ vouchers/ invoices etc for 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.
- c The **Utilization Certificate (UC)** supported by Audited Statement of Expenditure to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the AICTE immediately after completion of the scheme. It should contain the head-wise break up of expenditure made from the grant-in-aid provided by the Council. Audited Statement of Expenditure indicating expenditure incurred in the total duration of the scheme in the prescribed format and GFR-19 shall be submitted to the Council.
- d In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed by a Chartered Accountant (with membership no., full address & stamp). Photocopies of formats are enclosed.
- e **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 scheme (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. The minutes of the meetings are to be submitted to the Council at end of the scheme along with other mandatory documents.
- f Project completion report indicating the activities undertaking, number of students benefited, photographs of students, together with their views is to be submitted.

V. General instructions

- a The approved project under Prerana Scheme shall be started within six month from the date of release of funds.
- b **If programme is not started 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. 72-15/RIFD/Prerana/Policy-1/2018-19 in your future correspondence.
- c The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ Government of India from time to time. GOI GFR rules (@<https://doe.gov.in/order-circular/general-financial-rules2017-0>) should be followed during utilization of grant.
- d This Sanction Order may be treated as Offer Letter for all purposes.

Yours sincerely,


Dileep N. Malkhede
Advisor (RIFD)

21 NOV 2019

Copy forwarded for information and necessary action to:

1. **Name and Address of the Coordinator**

Dr. ARUN S,
PRATHYUSHA ENGINEERING COLLEGE,
POONAMALLEE - TIRUVALLUR HIGH ROAD
ARANVOYALKUPPAM TIRUVALLUR - 602 025,
TIRUVALLUR-602025, TIRUVALLUR,
Tamil Nadu

2. **The Registrar / Director / Principal**
PRATHYUSHA ENGINEERING COLLEGE,
POONAMALLEE - TIRUVALLUR HIGH ROAD
ARANVOYALKUPPAM TIRUVALLUR - 602 025,
TIRUVALLUR-602025, TIRUVALLUR,
Tamil Nadu

3. **Guard File**