



Resource Mobilization Policy

Introduction

The University operates student centric policies with focus on skill-based research driven quality education which should be accessible and affordable by youth of rural and urban areas. The cardinal principle of management in the University is to provide best resources to the students & faculty to meet the above requirement and run the University for realising the vision and mission of the University. The university has a transparent and well-planned financial management systems in which Management are the main sources of funds. The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. The harmonized Governing body coordinates and monitors the optimal utilization of the funds for the promotion of learner-centric ecosystem.

Resource Mobilization

- The university is centrally managed with honorary governing body members which ensures the income generated is spent optimally in the university itself.
- A financial advisory body is in place to manage the funds.
- Funds are provided to meet the infrastructure requirement of the university while starting new programmes and centers.
- The management provides financial supports to seminars/workshops/expert talks/Association activities/Faculty Development programmes etc.
- The extracurricular activities of the students are a major concern and adequate funds provide for Sports and Cultural activities.
- Scholarships and free ships to the deserving student
- Provident fund (PF) and Employee State Insurance (ESI) benefits are provided to the Management appointed staffs
- Financial Resources of the institution are
 - Tuition fee
 - Hostel Fee
 - Grants From individuals, philanthropist
 - Development Fund
- Tuition fee and grant is used for the infrastructure and academic activities
- Government funds are optimally used for which it is sanctioned
- Transparency and accountability is ensured by conducting an annual audit of the statements
- Financial support provided by the university and funding agencies are audited by the respective Departments

Resource Utilization

Effective and efficient utilization of resources is important to meet the basic requirements of the university and also improve the quality of utilization. The university has a pre-defined mechanism for managing finance to ensure financial discipline.

The procedure aims for:

- Optimal utilization strictly adhering to the budgeting allocation.

- Realistic budget preparation and submission by the Head of the Department to the first with approval from the Dean.
- Procurement is done centrally and the pool procurement is followed even for the purchase of stationery items.
- Monitoring of the expense is conducted by the accounts department as per the budget allocation.

All the funds are maintained in a nationalized bank with the chairman as the signing authority. The financial assistance from government, and non-government agencies and the other funds related to the college are maintained in the name of the head of the institution in a nationalized bank.

All government funds shall be used for the specified purpose only and the report compiled along with Certificate/Statement of utilization should be submitted for scrutiny in the appropriate committee/office. As far as internal funds are concerned, internal audit will be conducted by the Finance Officer and appointed by the trust. The report of the internal audit will be produced before the governing council.

Effective utilization of the human resources should be ensured by the heads of the concerned department/institution/faculty. In case of any non-compliance, corrective measures shall be initiated at the institution level and the same should be brought to the notice of the accounts department. Similarly, the proper use of research infrastructure shall be monitored by the head of the institution.

Options to Meet the Deficit.

The net likely deficit will be discussed and finalised for funding by GB. Following options will be considered:-

- (i) Funding by Bank Loan
- (ii) Funding by Sponsoring Body
- (iii) Funding partly by Bank Loan and partly by Sponsoring Body GB will finalize the options and approve the final plan accordingly

Actions against misuse of funds

Funds provided for a particular project will be scrutinized for appropriate utilization of the allotted fund for the quoted purpose. All the documents which are submitted for this purpose shall be duly verified by the Accounts followed by finance committee. In case of any discrepancy, an explanation will be sought from the concerned staff member/student and resubmission of the relevant documents shall be necessary. In case of unsatisfactory explanation, the condition shall be directed to appear before a panel, which recommends further course of action after due enquiry. The decision taken by the panel shall be considered final.

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Sh. Kapil Kapoor
Registrar