

Dated- 16<sup>th</sup> November, 2022

F. No.67- 22/IDC/GOC/POLICY-3/2021-22

**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](http://www.aicte-india.org)



**Grant for Organizing Conference - Sanction Letter**

To

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

**Subject:** Release of a sum of **Rs. 50,000/- (Rupees Fifty thousand only)** as Grant-in-Aid as reimbursement against conducted Conference under the scheme **Grant for Organizing Conference (GOC)** for the year 2021-22 payable during the current financial year 2022-23-reg.

Sir/Madam,

With reference to the proposal submitted by the institute, this is to convey the sanction of the Council for payment of **Rs. 50,000/- (Rupees Fifty thousand only)** against conducted Conference under the scheme **Grant for Organizing Conference (GOC)**, as per details given below:

1.	Name and address of the Beneficiary Institute:	<b>Sri Indu Institute of Engineering and Technology, Khalsa Ibrahimpatnam, Ranga Reddy-District, Hyderabad, Telangana-501510</b>
2.	Permanent ID of Institute:	<b>1-4311930</b>
3.	Title of Conference:	<b>NCTIEMR</b>
4.	Mode of Conference:	<b>Online Conference</b>
5.	Level of Conference:	<b>National</b>
6.	Name of Coordinator:	<b>Dr. Dayadi Lakshmaiah</b>
7.	Name of Co-Coordinator:	<b>Satyanarayana Indigibilli</b>
8.	Reimbursement of Grant-in-aid Sanctioned:	<b>Rs. 50,000/- (Rupees Fifty thousand only)</b>
9.	Amount to be released as Full & Final Installment as reimbursement	<b>Rs. 50,000/- (Rupees Fifty thousand only)</b>
10.	Sanctioned amount is debitible to:	<b>Major Head 602. 39 (GOC) Non-Plan Head</b>

- The amount of the Grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education, New Delhi on the Grant-in-aid bill and shall be disbursed to and credited to the account of Registrar/ Director/ Principal of the institute through RTGS.
- 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 college/ institution**

**I. Release of funds**

- a. The Principal/ Director of the institute and the Coordinator of the Conference are hereby requested to verify the correctness of the undermentioned bank account/ RTGS details submitted by them along with the Proposal, against which the grant is being released:

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Institute PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAHF66467A	UNION BANK OF INDIA	TURKAYA MZAL	4-105/12/1/B, TURKA YAMZAL X ROADS, SAGAR ROAD, HAYATNAGAR MANDAL, R R DIST - 501510	PRINCIPAL	Current Account	124611100001097	UBIN0812463

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

- Full & Final payment of the grant sanctioned will be released on receipt of requisite documents after successful conduct of conference.
- This sanction is issued in exercise of the powers delegated to the Council and other Terms and Conditions laid down in the guidelines of the scheme.

## II. Limit of Funding

- The grant from AICTE will be **one-third (limited to Rs. 50,000/-)** of the total expenditure incurred for organizing the Conference and rest amount i.e. two-third of total expenditure will be managed by institute itself.

## III. Utilization of funds

- Funds once sanctioned for organizing the particular Conference cannot be utilized for any other programme/ conference.
- 10% of the funds sanctioned by AICTE should be utilized for registration fee of participants belonging to SC/ST category.
- At least 15% and 25% participation from other states is must for onsite conference and online conference respectively.
- Papers from host institution should not be more than 10% of the total papers.
- Coordinator will maintain an electronic record of papers, participants, their institution & its location, to ensure that norm of Pan-India participation, overseas participants in International Conferences and papers from local faculty, are adhered to and also shared with AICTE.

## IV. Maintenance of accounts

- The institute shall strictly follow the provisions laid down in the scheme document and this sanction letter. All correspondence related to the conference must contain the number of this letter along-with year of sanction of the conference failing which correspondence will not be entertained.

## V. Documents to be uploaded on AICTE Dashboard/ Portal

### On receipt of offer letter :

The Acceptance Letter with dates of Conference, within 7 days from the date of receipt of the Offer Letter duly signed and seal affixed by Coordinator and Head of the Institutions along with performa seeking permission/clearance of MoE, Govt. of India for Organizing International Conference.

### After conduct of the Conference:

Institute has to fill up Report on AICTE dashboard/ portal and upload following documents:

- Copy of proceedings of conference
- Feedback of the participants.
- Geotagged photographs (maximum 15) of the conference.

## VI. Submission of documents by institute after conduct of conference

The following documents must be submitted to AICTE within a period of 30 days, from the date of conduct of Conference to be eligible for reimbursement claim.

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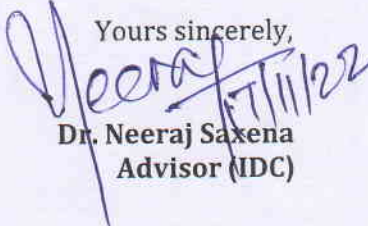
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- a. Statement of Accounts and Expenditure in prescribed format duly audited by the Chartered Accountant in the case of a private institution and by the Finance Officer/Account Officer in respect of government/government- aided institution;
- b. Supporting bills/documents on account of expenses incurred for the purpose duly attested by the Head of the Institute.
- c. Soft copy of final report submitted on portal as mentioned above (in section V).

#### VII. General instructions

- a. Any change in the programme for holding Conference, change of Coordinator name, Venue and Date should be effected only after prior approval of the Council, failing which the sanction for the project already issued would be treated as automatically withdrawn.
- b. The beneficiary institute will make best efforts to promote the scheme by mentioning the sponsorship/ support from AICTE, carrying the Logo of AICTE in conference and other means.
- c. The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ Government of India from time to time.
- d. In respect of international conference, additional guidelines at **Annexure-I** have to be followed.
- e. In respect of Online/ e-Conference, additional guidelines at **Annexure-II** have to be followed.
- f. This Sanction Letter may be treated as Offer Letter for all purposes.

Yours sincerely,  
  
Dr. Neeraj Saxena  
Advisor (IDC)

Copy forwarded for information and necessary action to:

1. **The Registrar / Director / Principal**  
Sri Indu Institute of Engineering and Technology,  
Khalsa Ibrahimpatnam, Ranga Reddy-District,  
Hyderabad, Telangana-501510
2. **Name of Address of the Coordinator**  
Dr. Dayadi Lakshmaiah  
Sri Indu Institute of Engineering and Technology,  
Khalsa Ibrahimpatnam, Ranga Reddy-District,  
Hyderabad, Telangana-501510  
Contact No.8463965215
3. **Name of Address of the Co-coordinator**  
Satyanarayana Indigibilli  
Sri Indu Institute of Engineering and Technology,  
Khalsa Ibrahimpatnam, Ranga Reddy-District,  
Hyderabad, Telangana-501510  
Contact No. 9347187999
3. **Guard File**

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