

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



SPICES - Sanction Letter

F.No. 10-128/AICTE/IDC/SPICES/2020-21

Dated: 05.03.2021

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. **1,00,000/-** (Rupees One lakh only) as Grant-in-Aid under **AICTE-SPICES** for the year 2021-22 payable during the current financial year 2020-21-reg.

Madam/Sir,

With reference to the proposal submitted by the institute, this is to convey the sanction of the Council for payment of Rs. **1,00,000/-** (Rupees One lakh only) to support the student club/chapter/society (**hereinafter referred to as 'Club'**) under the "**Scheme for Promoting Interests, Creativity and Ethics among Students (SPICES)**", as per details given below:

| | | |
|----|--|--|
| 1. | Name and address of the Beneficiary Institute: | SWAMI KESHVANAND INSTITUTE OF TECHNOLOGY, MANAGEMENT & GRAMOTHAN, RAMNAGARIA, JAGATPURA,, JAIPUR, 302017, Rajasthan |
| 2. | Permanent ID of Institute: | 1-6015551 |
| 3. | Name of student club: | Robotics Club |
| 4. | Name of Coordinator: | Mr. Brij Sharma |
| 5. | Name of Co-coordinator | Sudesh Garg |
| 6. | Grant-in-aid Sanctioned: | Rs. 1,00,000/- (Rupees One Lakh only) |
| 7. | Amount to be released during the year 2020-21 | Rs. 1,00,000/- (Rupees One Lakh only) |
| 8. | Sanctioned grant-in-aid is debitable to: | Major Head 602.22 (a) General (Non-Plan Head) |

- 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 student club is hereby requested to verify the correctness of the undermentioned bank account/ RTGS details submitted by them alongwith the proposal, against 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 |
|-------------------|---------------|------------------|--------------------------------|--|----------------|----------------|-------------|
| AAATT4162E | HDFC BANK LTD | Villa Station | 3 D Villa Station Road, Jaipur | SWAMI KESHVANAND INSTITUTE OF TECHNOLOGY, MANAGEMENT & GRAMOTHAN | Saving Account | 50100200092582 | HDFC0001329 |

In case of any omission the same should be reported to AICTE within 7 (Seven) days.

- b. The full amount of the grant sanctioned is being released as advance to the College/ Institute.
- c. This sanction is issued in exercise of the powers delegated to the Council and other terms and condition laid down in the guidelines of the Scheme.

II. Limit of Funding

- a. The grant from AICTE will be Rs. **1,00,000/-** (Rupees One lakh only) and the institute is required to make a contribution of **Rs. (100001 to 200000)** to the club (as committed by the institute in the proposal), non-compliance of which shall invite penal action.

III. Utilization of funds

- a. Funds once released/sanctioned for supporting the particular student club cannot be utilized for any other programme/ student club.
- b. Students on roll in the institute shall be the member of the club.
- c. The grant can be utilized for supporting Interests/Hobbies, Creativity/ Imagination/ Innovation and Ethics/ Value through a range of student activities and meeting the cost of registration and travel (up to 40% of the total grant) of students of the beneficiary club, participating in outstation activities.
- d. Ex-students and ex- faculty members and other officials of the institute shall not be the member of club.
- e. The clubs must be encouraged to reach out alumni and industries for fund-raising for their events.
- f. Coordinator will maintain an electronic record of activities, participants etc..

IV. Maintenance of accounts

- a. The institute shall strictly follow the provisions laid down in the Scheme document and this sanction letter. All correspondence related to the project must contain the number of this letter alongwith year of sanction of the project failing which correspondence will not be entertained.
- b. The institute shall maintain proper accounts of the expenditure out of the grant and 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.
- 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.

V. Refund of grant to AICTE (by way of a demand draft in favour of Member Secretary, AICTE, New Delhi)

- a. The grant shall be refunded to AICTE if the Letter of Approval (LOA) or Extension of Approval is not issued by AICTE to the institute for the academic year 2021-22.
- b. Interest accrued on the grant released, shall be refunded to AICTE.
- c. No payment is permissible against the activities **already conducted** by club
- d. As AICTE needs adequate time for depositing the Demand Draft in the bank, the same be immediately dispatched to avoid any lapse of the validity period.

VI. Documents to be uploaded on AICTE Dashboard/ Portal

a. On receipt of grant:

- i. The Acceptance Letter within 7 days from the date of receipt of the Sanction Letter duly signed and seal affixed by Coordinator and Head of the Institutions.

b. After completion of every quarter (from the date of receipt of grant)

- i. Upload the list of activities /events /participation date-wise brief description, achievement and 4-5 pictures.

c. After completion of the project (after one year):

Institute has to fill up and update information on AICTE Dashboard/ Portal and upload following documents:

- i. Photographs showing various activities, events organized by club.
- ii. Feed-back of members of the club.
- iii. Identify 3 other clubs which the institution proposes to develop on the lines of club benefited under SPICES.

VII. Submission of documents by institute for project closure (after one year)

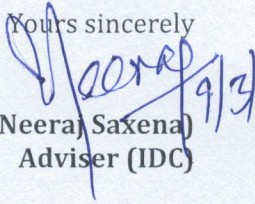
The following documents must be submitted to AICTE within a period of one month, after completion of one year, to stay eligible for receiving further grants from AICTE:

- a. Utilization Certificate and Statement of Accounts 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. Proof of the amount made available by the institution approved by the Council/ University/ State Government and other sources.
- d. Soft copy of final report submitted on AICTE Dashboard/ Portal as mentioned above (in section VI).

VIII. General instructions

- a. The assets acquired wholly or substantially of the grants from AICTE shall not be disposed or encumbered or utilized for the purposes other than those for which it was given without proper sanction of the Council and should, at any time the Institution ceased to function, such assets shall revert to the AICTE.
- 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 club activities and other means.
- c. The beneficiary 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 Letter may be treated as Offer Letter for all purposes.

Yours sincerely


(Dr. Neera) Saxena
Adviser (IDC)

Copy forwarded for information and necessary action to:

1. **Mr. Brij Sharma,**
SWAMI KESHVANAND INSTITUTE OF TECHNOLOGY,
MANAGEMENT & GRAMOTHAN, RAMNAGARIA,
JAGATPURA, JAIPUR, 302017, Rajasthan.
2. **The Registrar / Director / Principal,**
SWAMI KESHVANAND INSTITUTE OF TECHNOLOGY,
MANAGEMENT & GRAMOTHAN, RAMNAGARIA, JAGATPURA,
JAIPUR, 302017, Rajasthan.
3. **Guard File.**