

Dated- 24th August, 2021

F. No.67- 85/IDC/GOC/POLICY-1/2020-21

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



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. 25,000/- (Rupees Twenty five thousand only)** as Grant-in-Aid to conduct Conference under the scheme **Grant for Organizing Conference (GOC)** for the year 2020-21 payable during the current financial year 2021-22-reg.

Sir,

With reference to the proposal submitted by the institute, this is to convey the sanction of the Council for payment of **Rs. 25,000/- (Rupees Twenty five thousand only)** to conduct Conference under the scheme **Grant for Organizing Conference (GOC)**, as per details given below:

1.	Name and address of the Beneficiary Institute:	Aditya College of Engineering & Technology, Aditya Nagar, ADB Road, Surampalem, Gandepalli-Madal, Kakinada, East Godavari-District, Andhra Pradesh-533437
2.	Permanent ID of Institute:	1-19920221
3.	Title of Conference:	ACET-2021
4.	Mode of Conference:	Online Conference
5.	Level of Conference:	International Level
6.	Name of Coordinator:	Dr. Kodanda Rama Krishna Rao Tirumala
	Name of Co-Coordinator:	V Raghavendran Chaluvadi
7.	Grant-in-aid Sanctioned:	Rs. 50,000/- (Rupees Fifty thousand only)
8.	Amount to be released during the year 2020-21 as 1 st instalment (50% of grant sanctioned:	Rs. 25,000/- (Rupees Twenty five thousand only)
9.	Sanctioned grant-in-aid is debit to:	Major Head 601. 17 (a) Gen (GOC) 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

- 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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Engineering & Technology
SURAMPALAM- 533 437

AQIS ID: 1-9258001137

Dated- 24th August, 2021

Institute PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAOTS543 2L	ICICI BANK LTD	PEDDAPUR AM BRANCH	6-1-20, Lakshmi Nilayam, Main Road, Peddapuram, East Godavari, AP	Vice Chairman	Current Account	067801000118	ICIC0000678

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

- First instalment i.e. 50% of the grant sanctioned is being released as advance to the institute.
- 2nd instalment 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

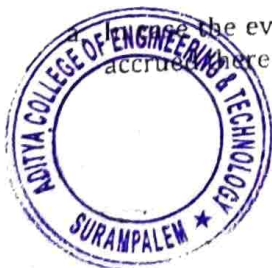
- Funds once released/sanctioned for organizing the particular Conference cannot be utilized for any other programme/ conference.
- 10% of the funds sanctioned by AICTE should be utilized for registration fee of participants belonging to SC/ST category.
- At least 15% and 25% participation from other 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 alongwith year of sanction of the conference failing which correspondence will not be entertained.
- 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.
- 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)

If the event is cancelled, the fund released should be immediately refunded to AICTE with interest accrued thereon.



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- b. 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 2020-21.
- c. The proposed/ approved Conference shall be conducted within 6 months from the date of receipt of grant. If conference is not conducted within stipulated time period, the released amount, alongwith interest accrued thereon, has to be necessarily returned to AICTE within one month, failing which penalty @ 18% will be levied.
- d. Interest accrued on the grant released, shall be refunded to AICTE.
- e. No payment is permissible against the conference **already conducted**. Institutions are liable to refund the grant if received after the conduct of conference and have no plan of conducting the conference ahead.
- f. 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

On receipt of grant:

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

After conduct of the Conference:

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

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

VII. Submission of documents by institute after conduct of conference

The following documents must be submitted to AICTE within a period of one month, from the date of conduct of Conference:

- 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. Soft copy of final report submitted on portal as mentioned above (in section VI).

VIII. 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 grant already issued would be treated as automatically withdrawn.
- b. The assets acquired wholly or substantially of the All India Council for Technical Education's grants 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 All India Council for Technical Education.
- c. 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.
- d. 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.



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- e. In respect of international conference, additional guidelines at **Annexure-I** have to be followed.
- f. In respect of Online/ e-Conference, additional guidelines at **Annexure-II** have to be followed.
- g. 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. **Name and Address of the Coordinator**
Dr. Kodanda Rama Krishna Rao Tirumala
Adiya College of Engineering & Technology,
Aditya Nagar, ADB Road, Surampalem,
Gandepalli-Madal, Kakinada, East Godavari-
District, Andhra Pradesh-533437
2. **The Registrar / Director / Principal**
Adiya College of Engineering & Technology,
Aditya Nagar, ADB Road, Surampalem,
Gandepalli-Madal, Kakinada, East Godavari-
District, Andhra Pradesh-533437
3. **Guard File**




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