

POLICY DOCUMENT
On
‘Institutional Strategies for Mobilization of Funds
and Optimal Utilization of Resources’



PUB KAMRUP COLLEGE
NAAC 'B⁺⁺' Grade Accredited
BAIHATA CHARIALI-781381
ASSAM, INDIA

INTRODUCTION

For continuous growth and sustenance of an institution availability of fund is extremely important. As an institution of higher education, sound policy for fund mobilization from the possible sources is absolutely essential. Unless there is proper coordination among the fund released by the government, mobilized and utilization, the growth of the institution will be hampered. Therefore, the mobility of fund, resource mobilization of fund and its optimum utilization becomes imperative for the growth of the college.

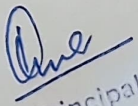
OBJECTIVES OF RESOURCE MOBILIZATION

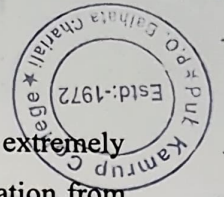
1. The Resource Mobilization Policy of the college helps to identify the resources available for various purposes to ensure efficient management of funds.
2. It focuses on achieving strategic goals, plans and activities for overall growth of the institution.
3. It helps to identify the availability of current sources of funds and resources availability for project priorities and efficient budget allocation.
4. It helps in efficient utilization of funds while maintaining accountability and transparency.

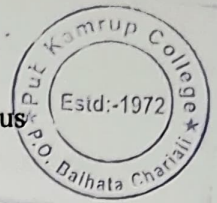
FUND SOURCES AND RESOURCE MOBILIZATION

Pub Kamrup College is poised to grow and make its mark in global scenario by providing requisite funds and optimal use of resources. Since it is a provincialized college of the State Government of Assam, the main sources of funds are student fees and Grant in aid from State Government as per budgetary allocations. However, the college makes every effort to generate additional financial resources towards the enhancement of academic and non-academic activities. These are made possible by the following ways.

1. Students' tuition fees
2. Grant under section 12B of UGC
3. Grants from state government
4. Funds from RUSA
5. Grants from govt. organizations like ICSSR, DBT, etc to conduct or organize special activities like research project, seminars, etc.
6. Funds generated from the self-finance courses run by the college
7. Interest earned from Fixed Deposits, bank interest, etc.


Principal
Pub Kamrup College
P.O. Baihata Chariali





8. The Alumni, who also provide financial and non-financial support for various activities in the college.
9. Donations from philanthropes, individual donors, sponsorship and donations from local and other sources are also solicited.
10. Funds generated from the College Printing Press and publications
11. Funds from Board and the affiliating Universities for conducting examinations and examination zones
12. Funds by providing the college infrastructures to govt and non-govt organizations to organize competitive examinations or events or programs, etc.
13. Funds generated through the use of the college auditorium, Indoor Stadium and playground by external organizations or agencies.
14. Funds from running hostels.
15. Funds from the College Canteen
16. Funds from the college fishery
17. Fee collected by conducting seminars, workshops, etc.
18. Fund from the KKHSOU Study Centre
19. Funds from the sale of waste materials
20. Funds from Certificate Courses

UTILIZATION OF FUND

1. Funds received from State government are spent on payment of salary of teaching and non-teaching staff of the College and other activities. Budget is prepared keeping in mind developmental criteria of the College. Accordingly, provisions are made in the budget, which is prepared by a team of experts under supervision of Principal and Governing Body. It is then deployed on different Heads of Expenditures.
2. The College utilizes its funds in a transparent manner. Grants received from UGC are earmarked for various activities including academic development and infrastructure growth. UGC grants are spent as per the guidelines of Grant and/or College purchase rules.
3. RUSA grant is utilized as per the proposed plan.
4. All the expenditures of contingent nature are done following due procedure of approval from competent authority.


Principal
Pub Kamrup College
P.O. Bahata Chariali

5. Funds generated from the self-finance courses are mainly spent for academic activities.
6. Tuition fees are spent mainly for maintenance and development of the college
7. Funds generated from other sources are spent mainly for developmental activities.



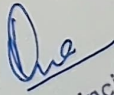
Optimum Utilization of funds is ensured through:-

1. Adequate funds are allocated for effective teaching-learning practices that include induction and orientation Programs, workshops, inter-disciplinary activities, training programs, etc.
2. Adequate funds are utilized for development and maintenance of infrastructure of the College. The requirements of the various departments are collected and submitted to the Purchasing Committee. The Purchasing Committee scrutinizes and analyses and approves on the basis of priorities.
3. For the purpose of purchase, competitive bidding and tendering process is followed to ensure optimum use of funds.
4. A tentative budget is prepared for expenditure towards college events including curricular and co-curricular activities which is placed before governing body for approval
5. Enhancement of library facilities needs to augment learning practices and accordingly requisite funds are utilized every year.
6. Some funds are allocated for social service activities as part of social responsibilities through NSS and Scout and Guide
7. Renovation of classrooms, Labs and faculty rooms.

RESOURCE MONITORING MECHANISM

The College has a mechanism to monitor the utilization of resources.

1. The effective and efficient use of the financial resources are regularly monitored by the Governing Body.
2. The College has a mechanism of internal audit. At the end of each financial year, an internal audit is performed through an appointed Chartered Accountant.
3. The college always encourages external audit by Government.


Principal
Pub Kamrup College
P.O. Balhata Chariali