



# OFFICE OF THE PRINCIPAL Govt. College Khertha Distt. Balod (C.G.)

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## Policy document for Institutional strategies for mobilization of funds and the optimal utilization of resources

Institute maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts section. Institute has designed some specific rules for the fund usage and resource utilization. Receipt of Funds from state govt. and the student fee is the major source of income for the institute.

The college assists students to take educational loans from scheduled banks.

Various government and non-government agencies sponsor events like seminars and workshops.

Alumni contribute to the institute by raising funds to purchase items like dust bin, wall clocks, etc. Sponsorships are sought from individuals and corporate for cultural events and fests.

### • Utilization of Funds

A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses

The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.

The quotations are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.


The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.

### • Resource Mobilization Policy and Procedure

Before the financial year begins, Principal and Heads of Departments prepare the college budget.

The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs.



  
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It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses. The budget is scrutinized and approved by the Commissioner, Directorate of higher education.

Accounts department and Purchase department monitor whether expenses are exceeding budget provision.

- **Optimal utilization of resources**

The college aims at promoting research, development, and such other activities, involving the faculty at various levels.

The faculty, who exhibit initiative and receive substantial grants for R&D works or for strengthening the infrastructure in the institute would be encouraged and will receive special commendation.

Travel allowance can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad, depending on availability of funds.


Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified lab technicians & system administrators.

The optimal utilization is ensured through encouraging innovative teaching-learning practices.

The available physical infrastructure is optimally utilized beyond regular college hours, to conduct extra classes, co-curricular activities/extra-curricular activities, parent teacher meetings.

The college infrastructure is utilized as an examination centre for Government examinations/University Examinations for both regular and private students.



  
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