

# INDEX

Criteria : .....06.....

Key Indicator : 6.4...Financial...Management...and...Resource  
mobilization

Metric No. : ...6.4.3.....

Metric Name : Institutional...strategies...for...mobilization  
of...funds...and...the...optimal...utilization...of  
resources.....

S.No.	Particulars of Document	Annexure	Page No.
01	policy document for Institutional strategies for mobilization of fund	A-01	01-02

**A-01**

### 6.4.3 - Institutional Strategies for Fund Mobilization and Optimal Resource Utilization

The college mobilizes funds primarily from the following sources:

1. Student's fees
2. Government grants and assistance

To ensure optimal utilization of resources, the institution employs a systematic approach. Infrastructure resources are effectively managed through well-structured timetables for classroom usage and work schedules for teaching and non-teaching staff. The college provides ICT-enabled facilities, including a computer lab for computer-based learning and a seminar hall equipped with a projector and microphone system.

Certificate programs, such as Tally courses, were conducted during the additional time in the 2023-24 academic year. The library is well-stocked with textbooks, reference materials, magazines, journals, and online resources. To support students during examinations, library hours are extended, and access is also provided to alumni and competitive exam aspirants.

In terms of human resource management, the college ensures the optimal use of its experienced and dedicated teaching and non-teaching staff. Teaching workloads are distributed as per university norms, and experienced faculty members serve as internal auditors to facilitate the smooth functioning of institutional activities. Teachers actively participate in various committees and administrative tasks, while job rotation for non-teaching staff is implemented to promote skill development and versatility.



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6-4-3

### 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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3

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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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