

Following is a letter No. F.XI Plan/WRO-UGC, dated 1st February, 2012 received from Dr. G. Srinivas, Joint Secretary, University Grants Commission, Western Regional Office, Ganeshkhind, Pune University Campus, Pune – 411 007.

Sub:- **Utilization of UGC Grants-Regarding,**

Dear Sir/Madam,

1. Non-Expendable Sports Equipments under the Scheme of Development of Sports Infrastructure.

Colleges were sanctioned up to a maximum of Rs. 5 Lacs towards purchase of Non-Expendable Sports Equipments. In this regard, colleges are advised to purchase only the Non-Expendable sports equipments as per the items mentioned in the guidelines. While setting the grants and submitting final utilization documents, colleges are requested to submit Utilization Certificate, Statement of Expenditure, Assets Certificate and a list of the Non-Expendable sports equipments purchased indicating quality, cost which are in accordance with the guidelines.

2. Conducting Seminar/Workshops/Conference

Some of the colleges are of the view that the Seminars sanctioned by the UGC to the college are to be utilized / conducted before 31st March. It is to clarify that there is no compulsion on the part of colleges to conduct UGC sponsored Seminars/Workshops/conference before the end of financial year. Colleges are advised to conduct seminars as per their academic convenience so as to maximize the benefit to the teachers and students. UGC will not interfere in scheduling of Seminar dates and it is as per the academic needs of the institution.

3. Jubilee/Centenary Grants

Colleges which have completed 50/100 years during XI Plan period after their establishment are given grants for Construction/Renovation under the scheme of Jubilee grants. In this regard, it is to clarify that the colleges, which have already completed 50/100 years of their existence but have not utilized the scheme during the earlier plan periods may also apply immediately to this office as per the guidelines of the scheme along with a certificate from the Principal saying that the college has not utilized the scheme in earlier plan periods even though it had completed 50/100 years of existence. A certificate regarding establishment of the college by the competent authority (i.e.) Department of Higher Education/ University or others may also be enclosed with the proposal. List of documents required along with the proposals are enclosed.

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4. Approval of Revised Estimates of Buildings.

Colleges are approaching UGC for approval of revised estimates for construction of Buildings being constructed with UGC assistance including Women's Hostels after utilizing first installment of grants and sending utilization documents to UGC. Revised Estimates will not be approved in such cases. Colleges have to take approval prior to starting of construction of these buildings or before utilization of first installment.

You are requested to bring this communication to the notice of all the colleges, which are included under Section 2 (f) & 12 (B) and are eligible for UGC grants as per UGC norms.

Yours faithfully,
sd/-
(Dr. G. Srinivas)
Joint Secretary

No. APD/281/192/ of 2012
February 2012

13th

Copy Forwarded to:

1. The Principals of all the affiliated Colleges covered under Section 2(f) and 12(B) of UGC Act, 1956, for information and necessary action in the matter.
2. Association of Non-Govt. Colleges, Mumbai Vidyapeeth Vidyarthi Bhavan, Club House, 'B' Road, Churchgate, Mumbai – 400 020.

I/c. Registrar

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3. Jubilee, Centenary Grant

Document required for construction of building during XIth Plan as per UGC XIth Plan Guidelines

1	Complete address & Contact number of college
2	III) Whether college is self-financing IV) Name of self-financing faculties, if any 1)----- 2) ----- 3)----- -----
3	Name of affiliating University
4	Copy of college affiliation to University received
5	Date of establishment of the college with proof
6	Date of inclusion of college in UGClist under section 2 (f)
7 i)	UGC reference letter no and date regarding inclusion of college under the list of colleges maintain under section 2 (f) and 12 (B) of UGC Act, 1956.
ii)	Date of inclusion of college in UGC list under 12 (B).
8	Documentary proof of completion of their existence for the duration for which assistance is sought should be enclosed.
9	Building construction/renovation should be enclosed: -----
10	Plinth Area (Sq.Mts.)
11	Detailed estimates of the proposed building project duly prepared and signed by a qualified Engineer/Registered architect and counter signed by the Principal of the college and also approved by the local PWD that those are as per CSR rates for the year----- -----
12	Two copies of the Plans (in blue print) of the Proposed building project duly prepared and Signed by a qualified Engineer/Registered Architect and counter signed by the Principal of the college and also approved by the local PWD.
13	Certificates from the local PWD not below the rank of Assistant Engineer to the effect that the Rates provided in the estimates of Rs. Are as per the current schedule of rates of the local PWD of that region duly authenticated by the Principal.

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14	Regd. No. of Architect with council of Arch/Engr. LIC No. & valid as on date or an authenticated copy of the certificate.
15	Soil Report
16	Certificate to the effect that the expenditure over and above the UGC share will be born by tge Colleges from its own resources.
17	Composition of the Building committee inficting their names/designations as per UGC Guidelines & verified by the Principal.
18	<p>Copy of the resolution of the Building committee towards the project</p> <p>I a. Covered Area in sq.Mtr. b. Cost per sq. Mtr. c. Latest Schedule rate d. Period of completion of the project e. Likely date of starting the construction</p> <p>II the resolution of the Building Committee duly signed by all the members of the committee.</p>
19	Certificate to the effect that he college has undisputed ownership and possession of land on which the building is proposed to be constructed and the grant of UGC will not be utilized for the purchase/Secretary of Management. (*) In the name of the Sanstha
20	Certificate from the Engineer/Architect in case the Building is proposed to be constructed on 1 st floor and above to the effect that the foundation of the existing building to be constructed is structurally sound to bear the load of the building to be constructed.
21	<p>Mode of construction vis. Contact Departmentally or Deposit work by the PWD Tender information in case the construction is not to be done departmentally or by deposit work.</p> <p>f. Value of the estimates put to tender. g. No. of tenders received h. Value of the lowest tender. i. Value of the tender accepted. j. Specific reasons in the lowest tender has not been accepted.</p>

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22	Certificate to the effect that the plan and Estimates are as per UGC norms,
23	Application in the prescribed format duly forwarded by the University
24	Provision of ramps and toilets on GF in the estimates of the proposed construction/existing building for the differently abled (physically handicapped) persons.
25 i)	Construction of building during X plan is completed & final installment received. Yes/No
ii)	College has not received any grant towards buildings during X plan.

Send an irrevocable resolution of the Trust on Stamp Paper (Rs. 200) that the land is for exclusively use of the college for construction of College Development & Merged Scheme.

The admissible estimated cost as per UGC norms is worked out as under:

Sr. No.	Item	Estimated Cost (Rs)	Admissible Cost (Rs)
1	Civil cost of construction as per current schedule of PWD rates		
2	Water Supply & Sanitary installation @ 7.5% of the Civil work cost		
3	Electrification @ 10% (without fans) or 12.5% with fans of the civil cost		
4	Contingencies @ 3 % of the civil cost (Including services)		
5	Architect's fees @ 5% of the total estimated cost of the Building including services, contingencies, but excluding cost of furniture		
	Total estimated cost (A)		
	Furniture		
	Grant Total (A+B)		