



ज्ञान-विज्ञान विमुक्तये

**UNIVERSITY GRANTS COMMISSION**  
**BAHADURSHAH ZAFAR MARG**  
**NEW DELHI**

**SPECIAL DEVELOPMENT GRANTS FOR YOUNG COLLEGES**

**1. OBJECTIVE**

The objective of the scheme is to provide an additional special development grant to young colleges who have been included by the UGC under Section 12(B) of UGC Act, 1956 in IX Plan and this scheme aims to ensure the equity and access of higher education to deserving colleges. The assistance available under the scheme will be in addition to General Plan Development Fund for X Plan.

The colleges may seek a grant for strengthening basic infrastructure viz. books and journals including a book bank, basic teaching equipment, scientific equipment, sports kit.

To provide assistance for extension/renovation of existing building and construction of new buildings including the development of sports facilities.

**2. ELIGIBILITY**

Financial assistance under this new scheme would be available only to these colleges, which have been recognized by the University Grants Commission under Section 2(f) and are fit to receive Central Assistance under Section of 12(B) of the UGC Act, 1956 during the IX Plan and thereafter. The college must enclose a copy of the UGC recognition letter issued to them.

**3. NATURE OF ASSISTANCE AVAILABLE UNDER THE SCHEME**

The Commission assistance under this scheme during the X Plan Period will be available as one time grant for five years. The grant will be available on 100 per cent basis. Each college recommended by the Expert Committee constituted by the UGC will be eligible to receive up to Rs. 10.00 lakh as 'One time grant'. The colleges may utilize UGC assistance for following items -

**1. CONSTRUCTION/EXTENSION/RENOVATION OF BUILDINGS**

- a. Class rooms
- b. Laboratory
- c. Library building
- d. Canteen building
- e. Development of Sports facility
- f. Hostels

**a. Books and Journals**

Up to 10% under this item may be used for stacking purposes.

**b. Equipment**

- (a). Basic teaching equipment
- (b). Generator for laboratory
- (c). Computer
- (d). Photocopy machine for library Computer

5% of the amount under this may be used for storage purposes.

The young college will formulate a comprehensive proposal for development during the X Plan period for improving the existing infrastructure. The proposal for assistance from the Commission for all the building projects will, in no case, exceed 80% of the total allocation. The college should satisfy the minimum eligibility mentioned below to take benefit of this scheme.

**2. GENERAL CATEGORY**

**a. Arts Colleges/Commerce Colleges**

The college should have a minimum of 7 (seven) permanent teachers (or teachers appointed on regular basis in the case of Government colleges), at the lowest end of the scale with a progressive increase in staff as the number of students and class divisions increase. **The minimum enrolment of students under this scheme is 250.**

**b. Science Colleges/Multi-faculty Colleges**

The college should have a minimum of 10 (ten) permanent teachers (or teachers appointed on regular basis in case of Government colleges), at the lowest end of the scale with a progressive increase in staff as the number of students and class divisions increase. **The minimum enrolment of students in this scheme will be 250.**

**c. Women's colleges, colleges located in backward/rural/tribal/ border/hill areas and colleges catering to the needs of SC/ST students.**

**a. Arts Colleges/Commerce Colleges**

The college should have a minimum of 5 (five) permanent teachers (or teachers appointed on regular basis in case of Government colleges) at the lowest end of the scale with a progressive increase in staff as the number of students and class divisions increase. The minimum enrolment of students in this scheme will be 100.

**b. Science Colleges/Multi-faculty Colleges**

The College should have a minimum of 6 (six) permanent teachers (or teachers appointed on regular basis in case of Government colleges) at the lowest end of the scale with a progressive increase in staff as the number of students and class divisions increase. The minimum enrolment of students in this scheme will be 100.

**d. Single faculty colleges offering three year undergraduate courses like law, physical education, social work, management, home science, music and dance and fine arts, Sanskrit and teacher education.**

The college should have a minimum of 5 (five) permanent teachers (or teachers appointed on regular basis in case of Government colleges), at the lowest end of the scale with a progressive increase in staff as the number of students and class divisions increase and the minimum number of students should not be less than 60.

**4. PROCEDURE OF APPLYING FOR THE SCHEME**

The young colleges as defined in clause 2 may apply under this scheme in the prescribed Proforma. Two copies of the proposal may be sent to the respective UGC Regional Offices. The addresses of Regional Offices of UGC are given below.

<b>S.No.</b>	<b>Address of Regional Offices</b>	<b>State-wise college location</b>
1.	UGC Western Regional Office, Poona University Campus, Pune-411 07. Tel. (020)569 1477(O)	Maharashtra, Gujarat, Goa
2.	UGC Central Regional Office, Tawa Complex, Bittan Market,E-5, Arera Colony, Bhopal-462 016. Tel. (0755)-467892, 467418(O)	Madhya Pradesh, Rajasthan, Chhattisgarh
3.	UGC Northern Regional College, Bureau, 35, Ferozshah Road, New Delhi-110001. Tel.(011)-23386128 (O)	Uttar Pradesh, Uttranchal, Punjab, Himachal Pradesh, Chandigarh, Haryana, Jammu & Kashmir

4. UGC Eastern Regional Office, LB-8, West Bengal, Bihar, Orissa, Sikkim,  
Sector-III, Jharkhand.  
Salt Lake, Kolkata-700 098.  
Tel. (033)-23354767 (O)
5. UGC South Western Regional Office, Karnataka, Kerela  
Prasana  
Kumar Block, Palace Road,  
Bangalore-560 009.  
Tel. (080)-2260450,2280380 (O)
6. UGC South Eastern Regional Office, Andhra Pradesh, Tamil Nadu,  
PB.No.152, Pondicherry  
APSFC Building, 4th Floor,5-9-194,  
Chirag Ali  
Lane, Hyderabad-500 001.  
Tel. (040) 23204735 (O)
7. UGC Western Regional Office, Assam, Arunachal Pradesh,  
Poona University Mizoram, Nagaland, Meghalaya,  
Campus, Pune-411 07. Tel. (020)569 Tripura, Manipur  
1477(O)

**5. THE COLLEGE MAY INCLUDE THE PROPOSAL FOR THE FOLLOWING :**

- 5.1 Books and journals including setting up of a book bank and/or the strengthening of the existing books banks. The library grant can be utilized to procure the latest publications. Care must be taken not to purchase 'second hand' or 'remainder' books. Up to 10% under this item may be utilized for stacking purposes, if required.
- 5.2 Equipment may include laboratory equipment, fax, audio-visual equipment and teaching aids, computer, generator, reprographic facilities, networking including Internet connection. Up to 5% under this item may be utilized for storage purposes, if required.
- 5.3 Construction/extension/renovation of various types of building such as library, laboratory, class room, men's hostel, canteen building, sports infrastructure (playground).

**Any college which has already been sanctioned a grant under any general development assistance will be not eligible to get another grant for the same project (item) under this scheme.**

- 5.4 Building proposal: The college should give details of the proposal for construction of a specific building or extension of an existing building. Once the Commission during the X Plan Period accepts the sketch of the building for construction/renovation/extension of building the college has to submit a sketch plan and the detailed estimated cost indicating the period required for completion of the building. Once the college receives an approval 'in principle' by the Commission, the detailed proposal has to be submitted to the UGC in the prescribed Proforma (Annexure-III). The guidelines issued by the Commission separately for construction of buildings shall apply to this scheme also.
- 5.5 It is not mandatory for the Commission to accept all items and the amounts proposed by the college.
- 5.6 Grants will be issued to only those colleges who have obtained a 'No Objection Certificate' with regard to utilization of grants released during the IX Plan and earlier Plan periods.

## **6. PROCEDURE FOR RELEASE OF GRANTS**

The UGC will give one-time assistance under this scheme. The grant will be released in two instalments.

1<sup>st</sup> Installment : The UGC will release 1<sup>st</sup> instalment towards purchase of books, journals, equipments etc.

2<sup>nd</sup> Installment : The 2nd instalment will include grant for infrastructure only. The UGC will convey 'in principle' acceptance to the Colleges after approval of the project. The College has to submit proposal in light of item No. 6.4.

The college must send the audited Utilization Certificate and Statement of Expenditure on the prescribed Proforma. As this scheme is for the X Plan, the college must ensure that all purchases and construction approved and sanctioned by the UGC must be completed on or before **31st March, 2007**.

## **7. PROCEDURE FOR MONITORING THE PROGRESS OF THE SCHEME**

In order to ensure that the grants provided by the UGC are utilized properly and in accordance with the guidelines of the scheme, the Commission will closely monitor the progress of the scheme.

# Annexure-I

## UNIVERSITY GRANTS COMMISSION NEW DELHI - 110 002

### PROPOSAL FOR ASSISTANCE UNDER THE 'UGC SPECIAL DEVELOPMENT GRANT FOR BACKWARD DISTRICTS'

#### SECTION - A

##### (BASIC INFORMATION)

1. COLLEGE IDENTIFICATION NO. (to be allotted by UGC) : 

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  2. REGION/STATE : 

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  3. DISTRICT : 

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  4. NAME OF COLLEGE : 

- (LEAVE ONE GAP BETWEEN TWO WORDS)
5. COMPLETE ADDRESS IN PIN CODE 

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Telephone No. With STD Code, Email address and Fax Nos. 

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  6. Bank account No. & Name of Bank with address under which UGC funds are transacted 

  
  7. UNIVERSITY TO WHICH AFFILIATED 

  
  - 7(a). Date of Affiliation (Permanent) 

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D D M M Y Y Y Y

7(b). Temporary, date up to which affiliation is granted   
 D D M M Y Y Y Y

7.(c) Date of inclusion under :

(i). Section 2(f) of the UGC Act, 1956   
 D D M M Y Y Y Y

(ii). Section 12(B) of the UGC Act, 1956 if established on or after 17th June, 1972 (Please attach copy)   
 D D M M Y Y Y Y

8. Nature of Management (please tick as applicable)

Government	Private	University
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9. Whether receiving grant for State Govt. Mention Amount

Yes	No	
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(Rs. in Lakhs Only)

10. Amount of Non-Plan (Maintenance Grant received from State Govt.)

Yes	No	
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(Rs. in Lakhs Only)

11. Plan Grants Received from the UGC in X Plan Development Funds;

Item	Amount Approved	Item	Remarks
(i).			
(ii).			
(iii).			
(iv).			
Total			

12.	Whether 'No Objection Certificate' for IX Plan issued by UGC; if yes enclose a photocopy :	Yes	No
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13. Courses for which the University at under-graduate levels/post-graduates level has granted the affiliation

Name of Course	Under- graduate/ Post-graduate	Students enrolled	Number of teachers

Total number of teachers give details indicating their names, date of appointment designation, qualification, M.Phil./Ph.D., Date of appointment / Confirmation	Permanent _____
	Temporary _____
	Ad hoc _____
	Full time _____
	Part time/visiting _____

14. Students enrollment in degree classes and above (beyond +2 stage on the date of sending proposal): As on \_\_\_\_\_(date)

S. No	Courses	Men	Women	Total number of SCs/STs and percentage
1.	B.A			
2.	B.Sc.			
3.	B.Com			

## SECTION - B

Proposals for Development of Undergraduate Education

1.Ceiling of assistance for which the college \_\_\_\_\_ is eligible as per the X Plan guidelines.

2.Proposals for assistance required during the X Plan for development of undergraduate education.

S. No	Item	Amount proposed by the college	Detailed justification (please attach enclosures)
1.	Books & Journals		
2.	Equipment		
3.	Construction / Extension / Renovation of building: - a. Classrooms		



	b. Laboratory c. Library building d. Canteen building e. Health centre building f. Sports facility		
4.	Improvement of facilities in the existing hostels		

**N.B.** The college should give details and justification in support of each item on a separate sheet of paper. The facilities available at present, the extent to which they are being put to use, and the specific reasons for proposing further expansion may be indicated. For building proposals, the college should indicate the total estimated cost including services viz. electrification, sanitary fittings, architect fee, contingency etc. of building would be considered only if the present accommodation is being put to optimum use.

## CERTIFICATE

It is certified that the Planning Board of the college in which faculty members have been associated has formulated the proposals for development of undergraduate education. The college has the necessary financial resources and managerial ability to meet the matching share as required and to complete the projects approved by the Commission within the X Plan period in accordance with the terms and conditions prescribed for the purpose and submit necessary statement of accounts and other documents including Utilization Certificate as required by the Commission. The assistance sought from the Commission is not for purpose of fulfilling the conditions of affiliation laid down by the University :-

It is also certified that the \_\_\_\_\_ college is affiliated to the University of \_\_\_\_\_ and is included under Section 2(f) and 12(B) of the UGC Act and fulfills the eligibility conditions as laid down by UGC norms and the college undertakes to utilize the grants for the purposes for which they are sanctioned and would furnish all necessary documents as required in the conditions of grants laid down by the UGC.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Principal

Seal

Signature \_\_\_\_\_  
(Registrar/Director College Development Council)

Seal

## Annexure-III

### AUDITED UTILIZATION CERTIFICATE & STATEMENT OF INCOME & EXPENDITURE

Certified that the grant of  
Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_  
\_\_\_\_\_) sanctioned  
to \_\_\_\_\_  
\_\_\_\_\_ by the University Grants Commission vide their letter  
no. \_\_\_\_\_  
dated \_\_\_\_\_ towards \_\_\_\_\_  
\_\_\_\_\_ has been utilized for the purpose for which it  
was sanctioned and in accordance with the terms and conditions as laid  
down by the Commission.

If as a result of check or audit objection, some irregularity is noticed at a  
later stage, action will be taken to refund, adjust or regularize the objected  
amount.

\_\_\_\_\_  
**Principal**

\_\_\_\_\_  
**Chartered Accountant /  
Government Auditor**

\_\_\_\_\_  
**Audited statement of income and expenditure** in respect of  
\_\_\_\_\_ approved by UGC vide  
letter no. \_\_\_\_\_ dated. \_\_\_\_\_.

**Income**

**Expenditure**

\_\_\_\_\_  
1. Grants from UGC

\_\_\_\_\_  
1) Civil works cost including  
contingency \_\_\_\_\_

2. Grants from State  
Government

2) Water supply &  
Installation \_\_\_\_\_

3. Colleges Construction

3) Electrification\_\_\_\_\_

4. Others, if any

4) External Services \_\_\_\_\_

5) Architects, fee\_\_\_\_\_

6) Furniture, if any\_\_\_\_\_

Total\_\_\_\_\_

Total\_\_\_\_\_

Dated\_\_\_\_\_

(Signature of Chartered Accountant with his seal)

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### COMPLETION CERTIFICATE

Certified that  
the \_\_\_\_\_ at \_\_\_\_\_

(name of the building)

(name of the college)

has been satisfactorily completed at a cost of Rs. \_\_\_\_\_ which is fully in accordance with plans accepted by the University Grants Commission and found complete without any change. The site has also been found properly cleared.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Engineer / Architect

\_\_\_\_\_  
Registrar

**Note : The above certificate should indicate the total completion cost of the building project. This would be subject to adjustment of the funds already received.**

### ASSETS CERTIFICATE

It is certified that inventories of permanent or semi-permanent assets created / acquired wholly or mainly out of the grant given by the University Grants Commission for

\_\_\_\_\_ are being maintained in the prescribed form and are being kept upto date.  
(mention the purpose)

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Govt. Auditor /  
Chartered Accountant

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### LOAD BEARING CERTIFICATE

The structure on which the construction is proposed to be undertaken is structurally sound to bear the load of the proposed construction (name of the building project \_\_\_\_\_).

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Engineer / Architect

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### LAND OWNER CERTIFICATE

It is certified that the land on which the building is proposed to be (name of the building \_\_\_\_\_) constructed out of the UGC building fund under X Plan Development Scheme belongs to college and it has no dispute of any type.

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**Principal**

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**Secretary/Management  
Committee of the College**



**PROGRESS REPORT FOR THE RELEASE OF FUNDS**

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University/College

1. Name of the Scheme:
2. No. and date of the sanction letter of UGC approving the scheme.
3. Total cost approved.
  - a. Share of the UGC
  - b. Share of University/College/State Government
4. Total tendered cost accepted.
5. Total amount received.
  - a. From UGC and
  - b. From University/College/State Government against 3 above.
6. Total expenditure actually incurred i.e. Bills paid for work done or supplies received.
  - a. Against UGC share
  - b. Against University/College/State Government share.
7. Balance, if any, in hand from amount received.
  - a. From UGC share
  - b. From University /College/State Government share
8. Amount required to be released to meet expenditure likely to be incurred in the next three/six months.

In the case of a project involving construction work, a brief
9. description of the construction so far accomplished may be given, and it may be certified that the construction is being carried on in accordance with the Plan accepted by the Commission.
10. Deviation, if any, should be clearly indicated. Its impact on the cost of construction should be specified.

Certified that the grant has been utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions attached to the grant.

If as a result of check or audit objections some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount.

**Engineer / Architect**

**Registrar (University)**

**Secretary/Managem**

**N.B.** This may not include any amount relating to orders placed or likely to be placed, commitments entered into or amount earmarked for specific items likely to be obtained in future.