

## Part - D

### Financial Plan:

The University Grants Commission would provide funding to the selected institutions under this programme in instalments and the awardee institutions will be under obligation to submit audited Utilization Certificates for the previous grant under the programme which will facilitate the Commission to sanction/ release subsequent admissible grants.

Sr. No.	Items	Amount (Rs.) 2020-21	Amount (Rs.) 2021-22	Amount (Rs.) 2022-23	Amount (Rs.) 2023-24	Total Estimated Project Cost
i)	Mobility					
ii)	Summer/Winter School					
iii)	Conference/Seminar/Workshop/Meetings					
iv)	Educational Material/Electronic Equipment					
v)	Local transport					
vi)	International travel					
	Lodging, meals and incidental expenses					
	Visa Fees					
	Medical Insurance					
vii)	Contingency					
viii)	Overheads					
	<b>Total</b>					

It is mandatory on the part of the awardee institution to furnish reports every six months on the progress made on all aspects of the project and statement of expenditure incurred on various approved items during the period with Utilisation Certificate as per GFR 2017 format. The institution would maintain separate account for the project. The grant should be kept in a saving bank account and the interest earned should be reported to the Commission. The interest thus earned will be treated as a credit to the organization and will be adjusted towards further instalments of the grant.

### Programme Budget Format

i) **Mobility** :- For short and long term stay in Germany (per person)

	Travel (to and fro)	Per month Equivalent to INR	Per day
Students	1050 Euros	1000 Euros	46 Euros
Doctoral students	1050 Euros	1000 Euros	46 Euros
Postdocs	1050 Euros	1500 Euros	70 Euros
Scientists/faculty upto 2 semesters	1250 Euros	2000 Euros	89 Euros

ii) **Summer/ Winter School (in Germany)**

	Per Week (5 to 7 days)	Till 04 days
Participants (not depending on the status)	250 Euros	50 Euros per day
Experts	250 Euros	50 Euros per day



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German Academic Exchange Service

**iii) Conference /Seminar/Workshop/Meetings (for attending in Germany)**

	<b>Per Week (5 to 7 days)</b>	<b>Till 04 days</b>
Participants (not depending on the status)	250 Euros	50 Euros per day
Experts/Faculty	250 Euros	50 Euros per day

- iv) Educational Material/Electronic equipments :-** Educational and technical materials include translation expenses and the cost of setting up and/or maintaining electronic communications such as Internet and e-mail services including computer software and computer lab fees. Requests for reimbursements for educational materials and electronic communications equipment should be kept to a minimum so that other direct project elements can be funded. If needed, equipments should be procured on rent basis.
- v) Local Transport:** - Local transportation allowances (e.g. car/ taxi rental) must be clearly justified in terms of need, length of visit and cost savings.
- vi) International travel:** - Air-tickets for the participants would be purchased by the respective university/institution by economy class for shortest route from their place of work in India to the place of the German host institute and back. Journey is to be performed by Air India where it ply point to point service and air ticket should be booked from airline website, counter or authorized travel agent viz., Ashok Tour and Travels, IRCTC, Balmer & Lawrie. In case point to point service of Air India is not available, journey by Air India be performed up to the extent where it ply on direct shortest route. Where the entire direct shortest route is not served Air India, journey may be performed by other airlines offering cheapest airfare. In no case, tickets be booked through private travel agent, claim should be accompanied with the original Boarding Pass.
- vii) Lodging, meals and incidental expenses:-** Costs of lodging, meals and incidental expenses may not exceed as per the published Government of India/UGC per diem allowance rates. Actual costs may be less than the published per diem rates.
- viii) Visa Fees:** - Visa fees for Indian participants.
- ix) Medical Insurance:** - Medical insurance is compulsory for all visiting participants.
- x) Contingency expenses:-** The admissible contingency grant may be utilized on spares for apparatus, photo-stat copies and microfilms, typing, stationary, postage, telephone calls internet, fax, computation and printing needed in connection with the project. Assistance may be provided for any other special requirement in connection with the project which is not covered under any other 'items/Head' of assistance under the project.
- xi) Institutional Overheads:** - The host institute will be provided additional grant to the tune of 10% (ten percent) of the approved recurring grant except travel and field work as overhead cost, to provide infrastructural facilities including office support, administrative and accounting/ auditing services.