## Office of the Coordinating Officer UGC UNIT, Kakatiya University Warangal - 506 009

Prof. S. Girisham Coordinating Officer No. 177 / UGC/KU/2016 November 01, 2016

## CIRCULAR

Sub:- UGC Unit - Kakatiya University - UGC General Development Assistance Scheme during XII Plan period - Financial Assistance for Organizing Seminars/Symposia/ Conference/Workshops/Short Term Training Programmes - 2016-2017 - Proposals invited on First-Come-First-Served basis.

Ref:- UGC New Delhi XII Plan guidelines.

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Proposals on FIRST-COME-FIRST-SERVED BASIS are invited from the Heads of Departments in the prescribed proforma for sanction of financial assistance towards organizing Training Programmes (Less than 15 days)/Seminars/Symposia/Workshops/Conferences. The following criteria may be ensured while sending the proposals:

- i) Departments, which organized none or fewer Programmes will be given preference.
- ii) Academic Programmes which are likely to give new awareness and break new grounds may be encouraged.
- iii) Programmes in areas of research in which there is considerable activity or thrust/ emerging areas.
- iv) A copy of the minutes of the Departmental Committee resolutions should be enclosed along with the proposal, without which the proposal for financial assistance will not be considered.

The proposal, in the prescribed proforma along with the necessary enclosures, may please be submitted to the undersigned on or before 15-11-2016. The financial assistance will be allocated as per the availability of grants under "Seminars/ Symposia/ Workshops/ Conferences Grant" of General Development Assistance Scheme of UGC, New Delhi during XII Plant period for 2016-2017.

COORDINATING OFFICER

To

All the Heads of Departments, Kakatiya University, Warangal

## Copy to: -

- 1. The Finance Officer, KU
- 2. The Principal, University College, KU
- 3. The Secretary to Vice-Chancellor/P.A. to Registrar, KUK
- 4. The Audit Wing of the UGC Unit, KU
- 5. The S.F.

(PTO)

## UNIVERSITY GRANTS COMMISSION STATEMENT OF EXPENDITURE FOR ORGANISATION OF CONFERENCES/ SEMINARS/SYMPOSIA/ WORKSHOPS / SHORT TERM TRAINING PROGRAMMES/ (INTERNATIONAL / NATIONAL / STATE LEVEL) (Strike out items not applicable/Add what is relevant)

1.	Name of the Programme		*
2.	Duration : Close Date		
3.	Number of participations a) Outstation b) Local c) Total		
4.	Name of the Director		
5.	Items of expenditure incurred:		
	Boarding and lodging charges forOutstation participants/resource persons.		Rs.
	ii) Hospitality to	local participants/resource persons	Rs.
	iii) TA and Incidental charges to outstation participants		Rs.
	iv) DA to foreign participants ( if any)		Rs.
	v) Internal Travel to foreign participants (if any)		Rs.
	vi) Honorarium to Director and resource persons		Rs.
	vii) Misc. and Contingencies		Rs.
	Total expenditure incurred		Rs.
	Grant received from the UGC		Rs.
	Income from any other source		Rs.
	(please indicate the source and amount)		
	Total		Rs.
	Income		Rs.
	Expenditure		Rs.
	Balance		Rs.
	Certified that an amo	unt of Rshas been spent for organiza	tion of
UG Uni	C guidelines. If as a result o versity, action will be taken to	f check or audit some irregularity is regularize the same as per rules of	as per strength as specific as some strength as specific and strength as specific as some strength as specific as
	Signature of the	Signature of the Registrar	Signature of Finance Officer