

**Office of the Coordinating Officer  
UGC Unit, Kakatiya University  
Warangal - 506 009**

**Prof.M.Sarangapani**  
Coordinating Officer

No. **63**/UGC/KU/2017  
Date : 06-10-2017

**C I R C U L A R**

**Sub:** UGC Unit, Kakatiya University, Warangal – General Development Assistance Scheme during the XIII-Plan Period - Financial Assistance for Organizing Seminars/Symposia/ Conferences/ Workshops for the year 2017-2018 – Proposals invited on First-Come-First-Served basis – Regarding

**Ref:** 1) UGC, New Delhi Plan-guidelines  
2) Approval of the UGC-Unit Advisory Committee meeting held on 18.4.2017

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Sir,

Based on the recommendations and approval of the Advisory Committee, UGC Unit., at its meeting held on 18.04.2017 has decided to sanction of financial assistance to the maximum extent of Rs.40,000/- as an advance towards conduct of Conference/Seminars/Symposia/workshop for the year 2017-18 to the departments where there is much more need and no other scope to cope up the amount, from the budget provision of savings/overhead charges of the UGC Unit till the receiving of remaining grant pertaining to UGC XII-Plan General Development Assistance (or) receiving of UGC XIII-Plan grants for General Development Assistance. Further, the advance to this extent made meanwhile will be settled against the said grants.

Hence, the proposals on FIRST-COME-FIRST-SERVED BASIS are invited from the Heads of the Departments in the prescribed proforma for sanction of financial assistance towards Organizing Training Programmes (less than 15-days)/Seminars/Symposia/ Conferences/Workshops for the year 2017-2018. 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 proposals for financial assistance will not be considered.
- v) The Colleges/Departments covered under SAP may utilize the expenditure on such Seminars/Symposia/Conferences etc., by meeting from their allocated budget and to submit the relevant documents/Utilization Certificates in time.

The proposal, in the prescribed proforma along with necessary enclosures, may please be submitted to the undersigned on or before 31-10-2017. The financial assistance will be allocated as per the availability of grants under "Seminars/Symposia/Workshop/Conferences Grants" of remaining grant pertaining to UGC XII-Plan General Development Assistance (or) receiving of UGC XIII-Plan grants for General Development Assistance for 2017-2018.

Yours faithfully,

  
**COORDINATING OFFICER**

To  
All the Heads of Departments, Kakatiya University, Warangal.

Copy to:

1. The Finance Officer, KU.
2. The Secretary to Vice-Chancellor, KU.
3. The P.A. to the Registrar, KU.
4. The Audit Section of UGC Unit, K.U.
5. The S.F.