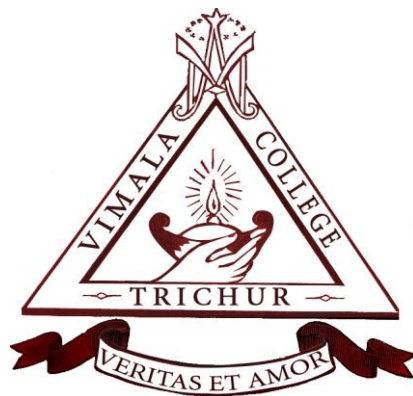


Vimala College (Autonomous)

Thrissur



Resource Mobilisation Policy



VIMALA COLLEGE (AUTONOMOUS), THRISSUR
KERALA 680009

Policy No.	VC/ Policy/ 09				
Policy Name:	Resource Mobilisation Policy				
Drafted by	Internal Quality Assurance Cell (IQAC) in consultation with respective Working Committee	Adopted:	2019-20	Revised:	2020-21
Approved by	Governing Council	Date:	08 April 2021		
Next Revision			2022-23		




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THRISSUR-680 009

PREAMBLE

The Institution operates on well formulated policies with a focus on engaging in quality education processes which should be accessible and affordable by the young generation from rural, urban and tribal areas. The fundamental principle of the institution is to provide best resources to the students & faculty to meet the above requirement corresponding to the vision and mission of the Institution. This document draws the policies for resource mobilization to fulfill the Strategic Plan for the overall growth of the Institution. This document gives a clear picture about the sources of funds, procedure of the utilization of funds and internal and external auditing of the documents and statement of accounts

Human Resources:

The College ensures qualified manpower – both teaching and non-teaching - to run all the educational programmes. The recruitment and induction of the faculty and non-teaching staff are conducted as per the rules and regulations of the Government, UGC and University of Calicut. The management of the College ensures timely recruitment of staff to fill up the vacant positions that come up from time to time. By sustaining its quality and commitment college always takes utmost care to attract students to seek admission here and try to ensure that the sanctioned seats are filled during admission time as per the guidelines of the University of Calicut



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Financial/Material Resources

Sources of Funds:-

The following are the agencies and strategies through which the College mobilizes and secures funding:

- Grant-in-aid from State Government and Central Government and Quasi Government Institutions including UGC/ RUSA/DST/DBT/CPE/Autonomy, Centre for Women Studies, SSP, WWS MP/MLA Fund.
- UGC plan development grants for buildings, instruments, books and journal purchases for UG and PG education and research
- Management of the College
- Parent Teacher Association
- Teachers' contribution
- Retired Staff
- Consultancy fee
- Funds generated through College activities
- Rent generated from providing space for examinations of external bodies e.g. PSC
- Contribution and sponsorship from Philanthropists for specific projects and programmes
- Endowments and Scholarships by well-wishers and NGOs



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- Alumnae of the College
- Grants given to students from reserved communities: Funding/ Scholarships for SC/ ST/ OBC/OEC / Lakshadweep students for fees, study tours, laptops
- Funding from various Government Departments like Excise, Tourism, Health, Women's Commission, Higher Education Department, Central Social Welfare Board
- Central/State Government funding for Sports, NSS and NCC
- University funding for College Union, College Magazine
- Sponsorship and assistance from Alumni: For conducting Fests , Sports events and other enrichment activities, for providing books to the needy etc
- Interest on corpus fund
- Sports Hostel

Utilization and implementation

Optimum utilization of funds is ensured through the procedures mentioned below:

- Annual Budget is prepared in consultation with the Education Committee, Governing Body, and Governing Council of the College
- The budget includes funds allocation for effective teaching-learning practices, Orientation Programmes, Seminars, Workshops, Inter-disciplinary activities, training programmes, and co-curricular and extracurricular activities, day to day operational and administrative expenses , maintenance of fixed assets, enhancement of library facilities and development and maintenance of infrastructure
- The College Bursar is in charge of the implementation of the budget



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- The proposals to meet contingency needs of the College will be discussed in the Staff Council for approval
- Committees are constituted to tap the financial resources from Government /public and private sources. Each section is managed by a nodal officer (faculty in charge) appointed by the Principal at the commencement of each academic year
- Instructions on utilization of funds, documents to be maintained etc. have been given to all HoDs, Nodal Officers and Coordinators of each activity
- The Government funds are taken care of by the Head Accountant (Bursar) with the assistance from concerned Nodal Officers (Faculty in charge) for UGC ,CPE , Autonomy Grant, RUSA , DBT-STAR and DST-FIST , Family Counselling Centre, CHILDLINE of the college
- Government funds are optimally used for the purposes for which it is sanctioned
- In addition to the infrastructure maintenance and augmentation, the management provides financial supports to seminars/workshops/expert talks/ Association activities/Faculty Development programmes
- Sponsorships are arranged from College Management and Private Organisations and Individuals for deserving students



Financial Audit of Grant:

- Transparency and accountability is ensured by conducting annual audit of the statement of accounts and other documents
- Financial support provided by the government agencies are audited by the respective Government Departments and/or the conditions stipulated by the Government

There are different levels of audit for the funds. They are as follows:

1. **Internal Auditing:** Day to day verification of accounts is done by the Bursar of the College and endorsed by the Principal
2. **Chartered Accountant-**After a stipulated period, the accounts for all the grants and funds sanctioned by the Government/UGC are initially submitted to an external Chartered Accountant. This includes all funds related to academic activities, co-curricular and extracurricular and extension programmes. The audit report issued by the Auditor with Utilization Certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities.
3. **Directorate of Collegiate Education-**At the time of annual audits by the Directorate of Collegiate Education, the audit team verifies all the financial documents related to the public funds utilized by College. After hearing the clarifications and corrections, the final accounts are settled.
4. **Accountant General, Kerala-**The Accountant General, Kerala also conducts their periodic verification of all the accounts sanctioned by the Government. Their suggestions and directions are also incorporated in the further utilization of the funds.



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Maintenance of Resources

In addition to resource mobilization, every effort is made to maintain the existing resources. The college has an Infrastructure Maintenance Policy, well-established system and set of procedures for maintenance of infrastructure and equipment.



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