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The Accounts Officer
University Grants Commission
Ganeshkhind, Pune-411007

Shivaji College of Arts,
Commerce & Science, Akola

**Subject: Financial assistance to college teachers for undertaking Minor Research Projects -
Release of first installment.**

Sir,

The UGC on the recommendations of the Expert Committee has approved the Minor Research Project entitled "Study of Personnel Relations in Co-operative Bank in Amravati Dist." in the subject- **Commerce** to be undertaken by **Katait S. K., Shri. Shivaji College of Arts, Commerce & Science, Shivaji Park, Akola**. The financial assistance of the UGC would be limited to Rs.60000/- (Rupees Sixty thousand Only) for a period of two years. An amount of Rs.45000/- (Rupees Only) is presently being sanctioned as the first installment.

Non-Recurring Grant for Two years	Amount (Rs)	Recurring grant	1 Year Amount	2 nd Year Amount
Books & Journals	10000	Contingency	5000	5000
Equipment	20000	Special Needs	0	0
		Travel/Field work	10000	10000
		Chemicals	0	0
		Extension Activities	0	0
Total (Rs.)	30000		15000	15000

Total amount for the project: 60000/-

The grant is subject to the terms and conditions as mentioned below.

1. A Certificate of Acceptance of the conditions governing the research project should be sent immediately to this office.
2. The amount of the grant shall be drawn by the Accounts Officer (D.D.O), University Grants Commission on the grant-in-aid bill and shall be disbursed to and credited to the above-mentioned institute through Cheque/D.D.
3. The sanctioned amount is debatable to the major Head 5.3.3, and is valid for payment during the financial year 2008 -2009 only.
4. The grant is subject to adjustment on the basis of Utilization Certificate in prescribed proforma submitted by University/College/Institute.

NOTE:

1. **Date of implementation will be the date of sanction and receipt of first installment.**
2. **Please send the Acceptance Certificate to this office immediately (copy enclosed)**
3. **Please send one copy of the project completion report (PCR) to Director, INFLIBNET, Gujarat University Campus, Navrangpura, Ahmedabad for records.**