

**All India Council for Technical Education**  
(A Statutory body under Ministry of Education, Govt. of India)



**Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: [www.aicte-india.org](http://www.aicte-india.org)**

**AICTE-IDEA Lab Scheme - Sanction Letter**

F.No.AICTE/IDEA202000405/2021

Date: 21st February, 2022

To

The Drawing and Disbursing Officer,  
All India Council for  
Technical Education,  
Nelson Mandela Marg,  
Vasant Kunj, New Delhi - 110070

**Sub:** Release of a sum of **Rs. 2688000/- (Rupees Twenty Six Lakh Eighty Eight Thousand Only)** being the 1<sup>st</sup> installment **Grant-in-Aid** under the scheme **AICTE-IDEA Lab** for the year **2020-21** payable during the current financial year **2021-22**- reg.

Sir/ Madam,

With reference to the proposal submitted by the institute, this is to convey that the sanction of the Council for payment of **Rs. 2688000/- (Rupees Twenty Six Lakh Eighty Eight Thousand Only)** as sanctioned Grant-in-Aid under the **AICTE-IDEA Lab** scheme, as per details given below:

1.	Name and address of the Beneficiary Institution:	Director/ Principal/ Registrar, JAYAMUKHI INSTITUTE OF TECHNOLOGICAL SCIENCES, CHENNARAOPET(MDL), MOQDUMPURAM(VILL), NARSAMPET,WARANGAL,(DIST) ANDHRAPRADESH., Telangana WARANGAL, 506332
2.	Title of Project:	AICTE-IDEA LAB
3.	Name of Chief Mentor:	LOKANADHA RAO MARELLA
4.	Duration of the project:	2 years
4.	Total Budget of this project	Rs. 6913000/- (Rupees Sixty Nine Lakh Thirteen Thousand Only) (Non-Recurring: Rs. 3719000/-, Recurring: Rs. 3194000/-)
5.	Total Institute/Industry Contribution	Rs. 3554000/- (Non-Recurring: Rs. 1860000 /- Recurring: Rs. 1694000/-)
6.	Total AICTE Contribution (1 <sup>st</sup> Installment as 80% in advance and 2 <sup>nd</sup> Installment of 20% will be released based on the; a) performance b) utilization of AICTE's first instalment c) deposition of 20% amount from non-AICTE sources and any other funds committed in the sanctioned project, besides other documents stipulated for fund release.)	Rs. 3360000/- (Non-Recurring: Rs. 1860000/- Recurring: Rs. 1500000/-) 1 <sup>st</sup> Installment: Rs. 2688000/- (Rupees Twenty Six Lakh Eighty Eight Thousand Only) (Non-Recurring: Rs. 1488000/- Recurring: Rs. 1200000/-)
7.	Financial Contribution beyond the Project Duration	Rs. 3703000/- (Rupees Thirty Seven Lakh Three Thousand Only) Based on the commitment
6.	Sanctioned grant-in-aid is debatable to:	602.24(a)

(i) The amount of the Grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education on the Grant-in-Aid bill and shall be disbursed to and credited to the account of Director/ Principal/ Registrar of the Institute through RTGS/PFMS.

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- (ii) This Grant-in-Aid is being released in conformity with the terms & conditions as well as norms of the scheme as already communicated, and also being communicated in this letter.

The instructions/ guidelines linked with IDEA Lab Project, to be followed by University/ Institution are as given below:

**I. Release of funds**

- a. The sanction is issued in exercise of the powers delegated to the Council and other terms & conditions laid down in the guidelines of the Scheme.
- b. 80% of the sanctioned amount is being released as first installment followed by 20% as reimbursement after receipt of UC and other requisite documents as specified in Terms & Conditions of AICTE-IDEA Lab Scheme.

**II. Maintenance of accounts**

- a. The Institute shall strictly follow the provisions laid down in the Scheme document and this sanction order (No. F.NoAICTE/IDEA202000405/2021 dated 21st February, 2022) issued by this office. All correspondences related to the project must contain this number along with year of sanction of the project; failing which correspondence will not be entertained.
- b. Funds covered by this grant and other contributors shall have to be deposited in a separate Bank Account and would not be mixed up with other funds.
- c. The University/College/Institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on approved items or expenditure identified in the Scheme document.
- d. The Council or its nominee shall have the right to check/ verify the account to satisfy that the fund has been utilized for the purpose for it was sanctioned.
- e. The date of release of the grant by AICTE shall be taken as the date of commencement of the project. The Principal / Director/ Registrar shall intimate about the receipt of the grant to AICTE. Any expenditure incurred prior to the issuance of the approval letter will not be allowed to be adjusted in the grant and if the Institution / University do not take the project work within one month of the receipt of the grant, the approval shall ipso fact lapse.
- f. After receipt of the grant from AICTE, the Institute shall send a confirmation to AICTE within 1 month of receipt of grant that the sanctioned project has been started or is in progress.

**III. Refund of grant by way of a demand draft in favor of Member Secretary, AICTE, New Delhi**

- a. If the college/institute does not have the Letter of Approval (LOA) or Extension of Approval issued by AICTE for the academic year 2021-22, the fund released should be immediately refunded to AICTE with interest accrued thereon.
- b. If project is not started within one month of the issuance of this Offer Letter, the released amount, along with interest accrued thereon, has to be necessarily returned to AICTE.
- c. It may be ensured that the project is completed within the stipulated time. If the project is not completed in time, no further extension will be granted in any case and institute has to refund the entire amount to AICTE.
- d. As AICTE needs adequate time for depositing the Demand Draft in the bank, the same be immediately dispatched to avoid any lapse of the validity period.

**IV. Submission of documents by college/institution after completion of Project/Subsequent years.**

- a. The **Annual Progress Report (APR)** in the prescribed format along with the original Statement of actual Expenditure in the prescribed proforma duly signed by the Head of the institution and shall be submitted to AICTE not later than one month after completion. This shall be subject to review by AICTE or any committee constituted for the purpose.
- b. The **Utilization Certificate (UC)** supported by Audited Statement of Expenditure to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the AICTE immediately after completion of the project. It should contain the head-wise break up of expenditure made from the grant-in-aid provided by the Council. Audited Statement of Expenditure indicating expenditure incurred in the total duration of the project in the prescribed format and GFR-19 shall be submitted to the Council.

- c. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed by a Chartered Accountant (with membership no., full address & stamp). Photocopies of formats are enclosed.
- d. Project completion report project indicating the activities undertaking, number of students benefited, laboratory works photographs of students, together with their views is to be submitted.
- e. Attested photocopies of supporting vouchers/bills of expenditure incurred for the completion of Project.
- f. Photographs of equipment's purchased.
- g. The balance amount of the grant will be reimbursed to the university/ institution only on submission of the above documents. On receipt of these documents, the total amount of balance of financial assistance, admissible as per the norms, shall be worked out and grant-in-aid shall be released, as second installment, in favor of the beneficiary institution.

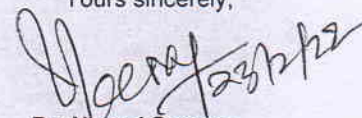
#### V. General instructions

- a) Head of the Institution (HOI) shall be the ex-officio Chief Mentor (CM) of the IDEA Lab, which shall be managed by the students.
- b) HOI/CM shall be responsible for execution and completion of the sanctioned project, followed by submission of all related documents including the project report.
- c) The grant shall be utilized strictly for the purpose as specified in the Sanction letter. The institution can add existing equipment, conforming to the list/ specifications drawn by AICTE, to IDEA Lab with due intimation; however, such equipment will not be considered as a financial contribution of the institution to the IDEA Lab.
- d) GFR rules as announced by the GOI shall be used during Utilization of the grant. Re- appropriation of funds from one head to another is strictly not permitted unless recommended otherwise by AICTE experts. AICTE will release up to 80% of the sanctioned amount as the first instalment, against deposition of proportional share in the Bank Account of IDEA Lab.
- e) AICTE shall not consider any request for additional grants. Institute will invest funds for completion of the project in case there is a shortfall of money and also in running the IDEA Lab beyond two years. Separate institutional overhead expenses shall not be provided by AICTE.
- f) The assets acquired out of the grant shall be the property of the institution and should always reflect in its Book of Accounts including the Assets Register. They should be certified by the concerned HOI and Faculty Coordinator. No assets acquired out of the grant shall be disposed-off without the prior permission of the AICTE; IP assets are excluded.
- g) When the institute ceases to function the institute shall take action for equipment/ items procured through AICTE grants as follows:
  - i. It shall be ensured that the project has been completed and all mandatory documents have been submitted for utilization of grant and file has been closed of scheme under which the equipment has been procuring.
  - ii. The equipment/ items in unserviceable condition to be disposed. If any, should be sent by Demand Draft in favor of Member Secretary, AICTE, New Delhi.
  - iii. The equipment/ items in working/ serviceable condition shall be transferred in preferential order to:
    - Institute under the same society/ trust/ management.
    - Nearly AICTE approved Government (Degree/ Diploma) institute/ College.
  - iv. The transportation charges for shifting of equipment/ items be borne by borrowing institute.
  - v. AICTE shall be intimated regarding handling over/ takeover of the equipment/ items.
- h) Host institute shall not claim IP generated by mere use of the IDEA Lab facility by users, including students, faculty and third party.
- i) If the beneficiary institute exhibits non-performance and non-compliance to the conditions of IDEA Lab Scheme, AICTE may seek refund of unspent AICTE grant-in-aid and may debar institute from applying for grants in future.
- j) It will be the responsibility of the institution to first deposit their committed contribution (either from Industry or Institute or both) in the account mentioned in mandate form and the same should be informed with proof to the Council for AICTE to release its contribution.
- k) If the project is foreseen to remain incomplete within the project duration, the institute must seek approval from the AICTE at least two months before completion of the project duration. If approved, the project duration may be

extended to up to a year. If not, the unspent amount along with the interest earned on it should be returned to the AICTE.

- l) The grantee shall furnish to AICTE, Utilization Certificate and an Audited Statement of Accounts pertaining to the grant as per the prevalent Financial Rules of Government of India.
- m) AICTE reserves the right to terminate support to the project at any stage, if it is convinced that the grant is not being utilized properly or that appropriate progress in the project work is not being made.
- n) AICTE will not have any liability towards the manpower appointed by the grantee institution for implementation of the project.
- o) AICTE will have no responsibility in case any loss is caused to any life or property due to accident, fire or any other reasons. The host institute is required to take appropriate safety and insurance measures to safeguard against any loss to human life and property related to IDEA Lab.
- p) The re-imbursement of second install amount can be done only after submission of mandatory required documents and deposit of committed Financial Contribution beyond the Project Duration in the account number mentioned in sanctioned order.
- q) The institute shall solemnly confirm and agree to:
- Allow 24x7 access the students, faculty and industry for full utilization of facilities therein
  - Have the Head of Institution as Chief Mentor, besides, nominate Faculty Coordinator (1), Faculty Co-Coordinator (1) and Student Ambassadors (3) for running the IDEA Lab. Student Ambassadors will be selected from senior classes and given responsibility on a rotation basis.
  - Integrate activities/ pursuits at the IDEA Lab with academic programmes run by the institution
  - Allow linkages of the IDEA lab with facilities like library, clubs, incubation center, etc in the campus
  - Ensure security of IDEA Lab (controlled access) and safe working environment inside for the users
  - Proactively reach out users and conduct programmes aimed at utilization of IDEA Lab facilities
  - Strive to generate revenue to maintain and continuously upgrade the infrastructure
  - Be integral part of IDEA LABS Network (IDEALNET) - a national network of IDEA Labs created by AICTE overseen and guided by National Steering Committee (NSC) for AICTE – IDEA Lab
  - Enthusiastically undertake activities identified for constituents of IDEALNET
  - Provide data on the infrastructure, activities and achievements of the IDEA Lab
  - Maintain a distinct physical identity of IDEA Lab in the campus and promote it in all forms/ formats of media with right use of the logo of IDEA Lab.
  - Maintain a separate jointly-operated bank account for IDEA Lab
  - Participate in national initiatives of the governments announced from time to time
  - Abide by rules/ regulations/ norms of AICTE or other regulatory bodies, as applicable to other departments/ cells/ units in the campus

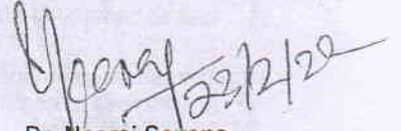
Yours sincerely,

  
Dr. Neeraj Saxena  
Advisor - I (IDC)

Copy forwarded for information and necessary action to:

1. The Director/ Principal/ Registrar,  
LOKANADHA RAO MARELLA  
JAYAMUKHI INSTITUTE OF TECHNOLOGICAL SCIENCES  
CHENNARAOPET(MDL), MOQDUMPURAM(VILL), NARSAMPET,WARANGAL(DIST) ANDHRAPRADESH.  
Telangana  
WARANGAL, 506332

2. Guard File

  
Dr. Neeraj Saxena  
Advisor - I (IDC)