



**MES MAMPAD COLLEGE  
(AUTONOMOUS)**

(Accredited by NAAC with A grade)  
Affiliated to University of Calicut

Institutional Policy

# Resource Mobilization Policy

## RESOURCE MOBILISATION POLICY

The policy aims at resource mobilisation and its optimum utilisation to achieve the mission of the college.

### Objectives

- Augmentation of financial resources for a planned institutional development.
- To fix guidelines for resource mobilization and financial control.
- Effective management of financial resources and its optimum utilization.
- To keep intact with SOP in accounting.
- To ensure compliance with state and central legal guidelines
- To ensure financial transparency.

### Scope of the policy

- The scope envisages all sorts of financial resources used for the development of infrastructure academic and HR of the college to achieve the mission.
- Resource mobilization, its effective utilization and controlling are the essentials of the scope.

### Policy of Resource Mobilization

- Considering the developmental need of the institution, the Planning Body has to prepare a resource mobilization plan annually and to present it to the Governing Council/ College Management Committee for approval.
- It has to define the sources of Income and heads of expenditure.

### Monitoring of policy

- Principal and HA shall monitor the resource mobilization and its regular utilisation by checking and approving daily transactions.
- Any major rectification, if necessary, shall be done with the approval of the Governing Council/ College Management Committee/ Planning Board.

### Sources of Income

- Admission fee and tuition fees collected from students.
- Government and non- government (DST, UGC, ICSSR, etc.) grants and funds received.

- Project overhead charges received from major/minor research grants from various government and non- government agencies.
- Interest received on various funds/ grants from governmental and non-governmental bodies.
- Funds generated from Consultancies of various Department.
- Contributions from alumni as endowment.
- Donation from Philanthropists.
- Scholarship for the students from the government, the management, NGO's and individuals.
- Fees collected for Short Term Courses offered by different Departments.
- Hostel fees.
- Income generated by consultancy service of IQAC-SynQ.
- PTA fund collected at the time of admission.
- Seed money sanctioned by MES Central College Committee for research and Development.
- Income received for conduct of university examination and other educational bodies Testing Centres.
- Rent for outsourcing of indoor stadium/Auditorium for state and national level competitions and programmes.

### **Optimum utilization of funds**

- Spent on the infrastructural development.
- Maintenance of LMS.
- Allocation to maintenance and upgrading classrooms.
- Installation and maintenance of basic amenities.
- Integration of ICT with teaching learning.
- FDP & Training programmes for the faculties.
- Training programmes for the faculty.
- Salary and other allowances for temporary staff.
- Remuneration for student counsellor.
- Financial assistance to students, teachers, non-teaching and supportive staff.
- Financial support for faculty for attending national and international conferences, workshops and seminars.
- Financial assistance in the name of seed money shall be provided for the faculty to encourage research.
- Scholarships and free-ships for eligible students.

- Funds for development of sports and cultural activities at college level.
- Purchase of books and periodicals.
- Purchase of lab equipment.

### **Auditing of Funds**

Two-Tier system of Internal and External audits ensures the Transparency and Accountability

### **Statutory Audits**

External audit of Account's General conducts at periodic interval and after the retirement of the principal, if not done with in a particular period.

Usually, the Annual audit of accounts of the institution is done before the month of July every year.

Internal Audit is done by the Auditors from the office of the MES Central Committee.

Utilisation Certificates are obtained from the Auditor as stipulated by the UGC and other Officers they sanction the various financial assistance.

### **Project Fund Audit**

Audit of the project accounts will be done separately within 2 months from the close of the project period.

