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## Resource Mobilization Policy

### Preamble

Running an organization effectively requires a well-defined policy that provides a framework of guidelines for:

- Assessing resource requirements
- Identifying sources
- Management of resources
- Execution and monitoring

The Institute recognizes that various types of resources, including financial resources, human resources, and goods & services, are necessary. This policy document focuses on strategies for financial resource management.

### Purpose

The Institute aims to ensure adequate cash flow for operational expenses and generate a reasonable surplus for growth and expansion, in line with the Institutional Development Plan.

### Guiding Principles

1. The Institute will generate adequate funds for operational and capital expenditures from internal revenue sources, government grants, and financial support from the management.
2. Student fees will be affordable to ensure that quality education is accessible to all, in line with the Institute's vision and mission.

### Managing Revenue Sources

#### Sources

Being a government-aided college, our sources for grants include:



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- Government Grants
- Internal Revenue Sources
- Financial Support through rent, donation, student fee etc.

Sl No:	Revenue Head
1	Student fees
2	Research Consultancy and Seminar Grants
3	UGC Grant
4	Grants from State Govt.
5	Donations and Philanthropy
6	Interest from Bank
7	Bank and ATM rent
8	Computer Centre Royalty
9	Sale of Admission Form + Prospectus
10	Staff Quarter Rent
11	Centre Fees for Various Exams
12	RUSA Grant

## Policy Statements

### Student Fees

Student fees will remain the primary source of revenue. The institution plans to increase total fee revenue by expanding student enrolment through the introduction of new programs focused on skill and vocational training. These initiatives aim to foster an entrepreneurial mindset and promote self-reliance among students.

### Development Grants, Research, and Consultancy Funding

- **Development Grants:** The institution will continue to seek development grants from the University Grants Commission (UGC) and the Rashtriya Uchchar Shiksha Abhiyan (RUSA).
- **Research Funding:** External funding for research is expected from various funding agencies like DBT, DST, UGC etc.
- **Conference Grants:** The institution will pursue conference grants from agencies such as the National Assessment and Accreditation Council (NAAC), UGC, the Indian Council of Social Science Research (ICSSR) etc.



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- **Consultancy Grants:** Grants from the UGC for consultancy projects will be actively sought.
- **Philanthropic Support:** The institution will seek funding support from philanthropists to bolster its financial resources.

## Utilization of Surplus

The surplus generated will be allocated to the enhancement and expansion of the institution's facilities. Over the next five years, two major expansion projects are planned, including the construction of two new college buildings as outlined in the proposed Institutional Development Plan.

## Contingency Plan for Deficit Management

If expansion plans require funds beyond the projected surplus, the college will seek support through the MPLAD scheme.

## Formation and Execution

### 1. Finance Committee

- **Composition:** Includes the Principal, Bursar, teacher and non-teaching members, and members of the Governing Body. External experts may be included for unbiased inputs.
- **Responsibilities:** Primary policy-making, budget planning, and monitoring body.
- Ensures the purchase of materials and equipment as needed.

### 2. Building Committee

- **Responsibilities:** Oversee the planning, construction, and maintenance of college infrastructure, ensuring compliance with safety standards and efficient use of resources.

### 3. Governing Body

- **Responsibilities:** The apex body for approving financial decisions.
- **Execution:** Decisions are executed by the President of the Governing Body and the Principal.



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**Monitoring Utilisation of funds:**

All accounts are audited internally as well as externally. All the bills/invoices/vouchers and purchase orders of expenses against sanctioned budget for particular head are scrutinized by the concerned Accountant/Clerk, and the Bursar.

**Audit**

Institute has established a mechanism for conducting Internal and External Financial audit every year to ensure Financial Compliance.

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