



Resource Mobilization Policy 2021

Rajiv Gandhi University

Rono Hills, Doimukh – 791112, Arunachal Pradesh, India

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1.0. Introduction

Rajiv Gandhi University (formerly Arunachal University) is the premier institution for higher education in the State of Arunachal Pradesh and has completed 37 years of its existence as on 04th February, 2021. The University has got academic recognition under section 2(f) from the University Grants Commission (UGC) on 28th March, 1985 and started functioning from 1st April, 1985. It has got financial recognition under Section 12-B of the UGC on 25th March, 1994. The University was converted in to a Central University by an Act of Parliament “The Rajiv Gandhi University Act, 2006 No.8 of 2007 w.e.f. 09/04/2007. Since the establishment, Rajiv Gandhi University has been following a transparent and well-planned financial management system in which various statutory bodies coordinates and monitors the optimal utilization of the funds as per the rules. In addition, the University has constituted various advisory committees to ensure observation/ compliance of the approved procedure/codal formalities and financial and administrative discipline to the best administrative/financial advantage of the University. Being a Central University, the main source of funds are Grants-in-aid from Ministry of Education (MoE), Govt. of India through UGC mainly in three heads namely, i) Salary grants (Object Head-36), ii) Recurring Grants (Object Head -31) and iii) Capital Assets (Object Head- 35). In addition the University is mobilising internal revenue Generation (IRG) to the tune of 30% of its non-salary/ administrative expenses through student fees, consultancy, interest, user charges, project overheads etc. The Major building Projects are now funded through Higher Education Financing Agency (HEFA). Funds received from Central Government are spent on payment of salary of teaching and non-teaching staff of the University, recurring expenditure such as non-salary items, fellowship, pension and other academic and administrative expenses. The capital grant released is used for specific heads of capital nature of expenditure such as procurement of Books and journals, ICT and E-resources, lab & scientific equipments, office equipments, furniture and campus development. The University follows cent percent transparency in use of funds as per the provisions of GFR-2017. The University also mobilizes its resources from funds generated from Self-financing and Distance Education courses run by the University, Students fees, Interest on corpus fund, rent on buildings, overhead charges from the research and consultancy grants received from various government and non-government agencies along with alumni donations.

2.0. Scope and Applicability

This transparent and well planned resource mobilization policy will have the wider scope to mobilize the resources from different sources namely (a) Government Funding, (b) Internal Sources of University, (c) Research and Consultancy Grants, and (d) Alumni Donations. The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. The harmonized Governing body coordinates and monitors the optimal utilization of the funds for the promotion of learner-centric ecosystem. The scope and applicability of these policy guidelines shall be delimited to Rajiv Gandhi University, Rono-Hills, Doimukh, Arunachal Pradesh, 791112.

3.0. Definition & Terminology

- a. "University" means Rajiv Gandhi University, Rono-Hills, Doimukh.
- b. "Resource" means anything that can be considered a valuable addition for the University such as Human Resource, Financial Resource, and Material Resource.
- c. "Competent Authority" means any person, committee, statutory body to whom powers have been delegated to perform the designated function as per the Acts and Ordinances of RGU and established rules.

4.0. Objectives

The Resource Mobilization Policy focuses on achieving the mission and vision of the Rajiv Gandhi University ensuring accountability and transparency. The main objectives of the policy are:

- a. To mobilize human and material resources as the University's requirement;
- b. To mobilize financial resources to meet the Non-salary expenditure of the University;
- c. To ensure accountability and transparency in fund raising and utilisation of revenue; and
- d. To develop the sense of ownership among different stakeholders such as Alumni.

5.0. Sources of Internal Revenues

Nearly 25 percent of expenditure on non-salary items including research and teaching learning resources is spent from the internally generated revenue after getting approval from the competent authorities of the University. Therefore to meet up the requirements for non-salary

and other academic and research expenditure etc., RGU shall mobilize its internal resources mainly from the various sources.

General condition: The state of Arunachal Pradesh is the home of more than 26 major tribes and more than 100 sub tribes and more than 90 percent of the students admitted to RGU for pursuing various courses belong to economically poor background of various tribal communities of the state. Hence, the scope for charging of heavy fees is very limited. However, considering the time to time recommendations of Expenditure Management Commission, Ministry of Finance, GOI and notwithstanding with the given situation of the state, RGU shall strive to enhance the revenue to the tune of 5 to 10 percent yearly to meet the required objective/s.

a. Academic fees includes:

- Admission Fees
- Late Admission Fees
- Tuition Fees
- Affiliation Fees
- Magazine Fees
- Utility Fees
- Library Membership Fees
- Library Card Fees
- Identity Card Fees
- Continuation fee
- B.Ed. Paid Seat Fee
- Transportation Fees (Students)
- Ph.D./Ph.D. Synopsis Fees
- Ph.D./Ph.D. Thesis Fees
- Media Consumable fee Mass Com
- Training & Production (Media)Fees
- Inspection fee
- Short Term Course Fee
- Media Library Fees

- Leadership training component
 - Course Fees
 - Recurring Admission fees
 - Eligibility Fees
 - Enrolment Fees
 - Games & Sports Fees
 - Student Activities Fees
 - Migration Fees
 - Centre change fees
 - Internet Wi/Fi Fee
 - Holiday Home fees
 - Ph.D Extension Fee
 - M.Phil/Ph.D Dissertation Fee
- b. Examination fees includes:
- Examination Fees
 - Re-checking Fees
 - Re-evaluation fees
 - Certificate Fees
 - Mark sheet Fee
 - Convocation fees
- c. Registration and Migration fees: Registration/Migration Fees for various UG and PG courses including M.Phil & Ph.D
- d. Income from Self-financing courses: Fees collected from various self-financing courses
- e. Other user charges Rent/ rates etc., from buildings/ guest house.
- f. Fees from Distance Education courses: Fees from various courses run by Institute of Distance Education.
- g. Fee for user charges (bus, quarters, Hostel rent, renting of buildings for competitive exams etc)
- h. Women Technology Park(training, organic farming)
- i. Fees for new/renewal of affiliation of colleges

- j. Interest: Interest from bank deposits / corpus fund
- k. Paper recycling unit: Recycling of waste paper for making of file covers, file boards etc. required for University.

6.0. Other Revenue Sources

- a. Project overheads: 10 percent of project cost mainly from sponsored research projects funded by various outside agencies
- b. Consultancy on payment basis: consultancy projects are undertaken by various departments on payment basis.
- c. Alumni contributions: Mainly used for creation of capital assets
- d. MP/ MLA contributions: Normally for specific building projects & Creation of sports infrastructure.
- e. CSR funds (Corporate Social responsibility): For capital assets such as IT infrastructure

7.0. Mode of Resource Mobilization

- a. All forms of internal revenue should be collected through online mode only.
- b. All forms of fees, rent etc., shall be deposited in the designated bank account within the time frame.
- c. In case of non-deposit of fees, rent etc., within the time frame, penalty will be charge as decided by the Competent Authority.
- d. Fund Raising Activities for Resource Mobilization will be done through the approval of Competent Authority (CA).
- e. Human Resources can be mobilized as per the need of the Departments/Centres/Branches with approval from CA.
- f. Material Resources must be mobilized as per the established procedures norms.

8.0. Transparency and Optimum Utilization of Revenue

- a. Optimum and transparent utilization of resources mobilized shall be ensured by following codal formalities applicable as per rules and GFR-2017.
- b. Yearly Internal budget allocation shall be made to ensure parity and equality in distribution of financial resources and timely and judicious utilisation of allocated fund.

- c. Substantial funds generated from internal sources shall be allocated for effective teaching-learning practices that include, ICT and e-resources, Books and journal including e-books and journals, Lab equipments, furniture, induction and orientation Programs, Seminars/workshops, inter-disciplinary activities, training programs, Refresher Courses, Faculty Development Programs, Conferences, Industry Academia interactions that ensure quality education.
- d. Adequate funds out of revenue are to be allocated and utilized for development and maintenance of infrastructure of the University.
- e. Any sorts of requirements of the various departments/branches/institutes are to be submitted to the Finance Officer for getting approval from the competent authority.
- f. There shall be a duly constituted committee to examine the relevance, usefulness of the requirement submitted by departments/branches/institutes wherever felt necessary and ensures the optimal utilization of funds before approval.
- g. For the purpose of purchase, competitive bidding and tendering process shall be followed as per GFR-2017 to ensure optimum use of funds.
- h. There shall be a price negotiation committee to procure the items from the suppliers at optimal price.
- i. Receipts and expenditure of internal revenue shall be reported to Finance Committee from time to time.
- j. Enhancement of library facilities needs to augment learning practices and accordingly requisite funds shall be allocated every year for purchase of Books and journals including e-books and journals, library software, & library infrastructure.
- k. The University shall provide financial support for seminars/workshops/expert talks/Association activities/Faculty Development programmes.
- l. The extracurricular activities of the students are a major concern and adequate funds provide for Sports and Cultural activities
- m. Substantial amount shall be kept for up-gradation of lab facilities and ICT for e-learning renovation of classrooms, Labs and faculty rooms.
- n. Some funds shall also be allocated for welfare measures of the employees, plantation programme, village adoption and social service activities as part of social responsibilities.
- o. All kind of bills and expenditure statement shall be duly audited by finance branch as per rules before sanctioning and final adjustment.

9.0. Power of Relaxation

Notwithstanding anything contained in the policy, in case of administrative exigencies, the competent authority shall be allowed to relax any or all of the above provisions after recording reasons justifying such relaxation subject to ratification in the statutory bodies.

10.0. Changes in the Policy

Any change in the policy shall be made only with the approval of the Competent Authority, RGU.