



Rayat Shikshan Sanstha's
Chhatrapati Shivaji College, Satara (Autonomous)
Guidelines for RUSA 2.0 under Component 8
(Internal use only)

Project Monitoring Committee of the college decided the internal guideline for the grant utilization RUSA 2.0 under Component 8 for the various activities, training programme, seminar, conference, workshop etc. by taking into account the following references:

1. Training programme, seminar, conference, workshop, faculty improvement programme, Lectures by experts / visiting faculty etc.

Sr. No	Type of item	International / VIP	National	State / University
1	Honorarium/ Remuneration	Rs. 3000/- per session /lecture Rs 5000/- per day	2000/- per session /lecture 4000/- per day	1500/- per session /lecture 3000/- per day
2	Food & Breakfast	Rs 500/- per day 250/- for half day per person	Rs 500/- per day 250/- for half day per person	Rs 250/- per day per person Lump sum amount for half day
3	Travel for Resource Person	UGC Guideline - Organizing Conferences, Workshop, Seminars in colleges during 12th Plan or As per guidelines of the Shivaji University, Kolhapur		
4	Accommodation	Max. Rs 7500/- per person per day	Max. Rs 4500/- per person per day	Max. 2250/- per person per day
5	Banner & Standee	Max. Rs 3000/-	Max. Rs 2000/-	Max. Rs 1500/-
6	Publication of Proceedings			
7	Certificate Printing	Upto Rs. 30/- per certificate		
8	Seminar Kit	Max. Rs 100/- per person		
9	Stationery	Upto Rs 5000/-		
10	Miscellaneous	Upto Rs. 10000/-	Upto Rs 5000/-	Upto Rs 2500/-

Ref: SPD RUSA, Maharashtra email-27 Feb. 2020

2. Skill and Job Oriented Courses / Subject related courses, Subject Related Events/ Activities etc.

Sr. No	Type of item	In house Faculty	Visiting / Adjunct Faculty
1	Honorarium/ Remuneration	Rs. 600/- per session /lecture	1500/- per session /lecture
2	Examination and Other Charges	As per guidelines of the Autonomous College or Shivaji University, Kolhapur	

3. Research Assets for Students and Faculty

Sr. No.	Particulars	Budget Heads	Target Groups	Procedure
1	Subject Specific Research Projects	a. Equipment b. Books and Journals- (a) Hiring Services: For specialized technical work, such as sample analysis/field work (b) Contingency: photo-stat copies and microfilms, typing, stationary, postage, telephone calls, internet, fax, computation and printing needed for the project. (c) Travel and Field Work: For data collection and collection of other information such as documents and visit to libraries (d) Special Needs: Assistance may be provided for any other special requirement in connection with the project	All regular/permanent faculty of college.	<ol style="list-style-type: none"> 1. Proposal submission 2. Proposal evaluation 3. Sanctioning the grant 4. Transfer the grant to PI through PFMS 5. Implementation of project 6. Submission of project and utilization certificate with receipts. 7. Evaluation of project.
2	Multi-Disciplinary Research Project		All students (UG/PG)	
3	Field Based Projects			
4	Research Publications/ Presentations	<ol style="list-style-type: none"> 1. TA & DA 2. Publication Charges 3. Registration fee 4. Contingency: typing, stationary, postage, internet, fax, computation and printing needed for the research paper 	All regular/permanent faculty and UG / PG students	<ol style="list-style-type: none"> 1. Permission of Research Committee 2. Submission of receipts to office 3. Submission of research paper
5	Research Poster Presentations and Competitions	<ol style="list-style-type: none"> 1. Boards and stands for research poster 2. TA DA and remuneration for examiner 3. Remuneration for coordinator of competitions 4. TA DA and registrations fee to the students and teachers 5. Contingency: typing, stationary, computation and printing needed for the research poster. 	All regular/permanent faculty and UG / PG students	<ol style="list-style-type: none"> 1. Organization of in campus research poster presentations and competitions 2. Participation in the off campus research poster competitions 3. Participation in the off campus research workshop
6	Common Research Facility Centre	<ol style="list-style-type: none"> 1. Stationary 2. Furniture 3. Internet and printing charges 4. Compilation and exhibitions of research outcomes 5. Training and workshops related to research 6. Books on research methodology 7. Software's related to research 	All regular/permanent faculty and UG /PG students	<ol style="list-style-type: none"> 1. Establishment of Common Research Facility Centre 2. Compilation and exhibitions of research outcomes 3. Training and workshops related to research 4. Purchasing Books and software

4. Support towards organization of Conferences/Seminars/Workshops

1. One or more seminars/conferences/workshops organised by the Department.
2. The funds can be used for travel/hospitality/honorarium for invited speakers/ resource person / chairpersons and participants.
3. The seminar/conference/workshop must be in one of the research thrust areas.
4. A Department can club together its fund with one or more departments for organizing a collaborative/joint seminar/conference/workshop with prior permission of Principal.
5. Departments will apply to the Chairman of Organization committee in prescribed format with research thrust area, detailed budget and tentative schedule.
6. International Conference: maximum Rs.10 Lakhs, National Seminar: maximum Rs. 5 lakhs, Workshops: maximum Rs. 3 Lakhs.

5. Support to students for attending conferences/workshops/other programmes

1. This support will be available to all regular UG/PG students and research scholars of the College.
2. The event / conferences/workshops/programmes to be attended must be in one of the research thrust areas, or in areas related to innovation and entrepreneurial activities.
3. Applications in prescribe format must be forwarded by Head of the Department to the Principal.
4. Maximum amount Rs. 10,000/- for state, Rs. 20,000/- for a national and Rs. 50,000/- for an international event will be provide.
5. Grants may be used for travel / accommodation and registration fees.
6. One student is eligible for maximum Rs. 50,000/- travel grants for state/ national/ international over the whole period of RUSA 2.0.
7. Students will not be entitled to take advance. If urgently needed, a faculty member of the Department to which the student is attached can take advance on their behalf.

6. Faculty Improvement Programme

Financial assistance will be provided to improve pedagogy, instructional design, refresher, orientation and training programs for faculty etc.

Project Monitoring Unit (Internal)

Functions of the Committee:

Responsible for monitoring of the project at the institutional level in order to implement the governance reforms proposed under RUSA.

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| 1. Dr. V. S. Shivankar (Principal) | Chairman |
| 2. Dr. S. V. Karande (Co-ordinator RUSA) | Member |
| 3. Dr. A. K. Wavare | Member |
| 4. Dr. A. J. Sakate (Registrar) | Secretary |



Rayat Shikshan Sanstha's
Chhatrapati Shivaji College, Satara (Autonomous)
Proposal for conduct of Seminar / Conference / Workshop / Training programme / Faculty improvement programme Under RUSA 2.0

1. Department		
2. Name of the Organising Secretary :		
3. Level:	International / National / State/ Departmental	
4. Title of Activity :		
5. Thrust Area :		
6. Proposed Date:	From..... to.....; Total number of days:	
7. Aims/Objectives (in at least 100 words):		
8. Target audience/participants with expected number:		
9. Expected outcome:		
10. Broad details of Budget estimate (in Rs.) for which financial assistance is sought:		
Sr. No.	Particulars/ Heads of A/c	Amount
1	Honorarium/ Remuneration for Resource Persons	
2	TA/DA for Resource Persons	
3	Pre-activity printing (announcements, abstracts, Certificate etc)	
4	Publication of Proceedings	
5	Local Hospitality including boarding and lodging (may be restricted to 25% of the total budget)	
6	Stationery and Seminar Kit	
	Subtotal	

Signature of Organising Secretary

Signature of HOD

Office use only:

Committee's Recommendation:-----

Signature of Chairman

Signature of RUSA Co-ordinator



Rayat Shikshan Sanstha's
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RUSA 2.0 under Component 8
FORMAT FOR STATEMENT OF EXPENDITURE & UTILIZATION CERTIFICATE

1. Title of the Activity:
2. Name of the Convener/Organizing Secretary:
3. Number of Participants:
4. Duration of the Activity (with dates):
5. Expenditure details :

Sr. No.	Details of expenditure incurred item-wise	Amount
Total:		

Name and signature of
Convener/Organizing Secretary

Name & Signature of Head
of Department

Principal
Chhatrapati Shivaji
College, Satara

Note: Attached detail report and feedback form



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**Application for getting financial assistance to attend international conferences /
symposia / Workshop / lectures / events**

A. Details about the applicant

1.	Name	
2.	Class	
3.	Date of Birth (Age)	
4.	Sex (Male/Female)	
6.	Category:	
7.	Correspondence address with pin code Mobile: Email:	

B. Conference Details

8	Name/title of the Activity to be attended	
9	Name of the organizers with complete address	
10	Name of the country / State and town where the Activity will be held	
11	Duration of the Activity (date, month & year)	
12	Purpose for attending of activity (Attach document)	
13	Indicate the complete travel plan from the proposed date and time of departure from the place of working to the activity place and back.	
14	Assistance required (a) Travel (both ways) (b) Registration fee (c) Accommodation Total (in Rs.)	

Name and signature of Student

Name & Signature of Head of Department

Office use only:

Committee's Recommendation:-----

Signature of Chairman

Signature of RUSA Co-ordinator



**Rayat Shikshan Sanstha's
Chhatrapati Shivaji College, Satara (Autonomous)
RUSA 2.0 under Component 8**

FORMAT FOR STATEMENT OF EXPENDITURE & UTILIZATION CERTIFICATE

1. Name of student
2. Class
3. Title of the Activity:
4. Duration of the Activity (with dates):
5. Expenditure details :

Sr. No.	Details of expenditure incurred item-wise	Amount
Total:		

**Name and signature of
Student**

**Name & Signature of Head of
Department**

**Principal
Chhatrapati Shivaji College,
Satara**

Note: Attach payment receipt, certificate and detail report.

Report format

Title of Activity:

Name of the department:

Table Programme

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Photographs: 2 or 3 with caption

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Cutting or link of News if any

Outcome:

(5 to 10 Sentences- Number of participants/ Beneficiaries, topic/theme covered, impact and benefit)

Feedback:

(Opinion of faculty / students with name and address - 1 or 2)

Submit your report here (अहवाल पाठविण्यासाठी
लिंक):- <https://forms.gle/BYsvGm88ZcKjszLe6>

