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## 1. Introduction

### 1.1 About DTTE

Directorate of Training and Technical Education is the administrative department for technical universities of Delhi, i.e. DTU, NSUT, IGDTW, DPSRU, IIITD, DSEU. The Department also endeavours to inculcate entrepreneurship related training along with world class R&D setups. With a view to achieving the above objective, Department strives for systematic planning, development, implementation, monitoring and evaluation of programmes and policies relating to technical/vocational education.


### 1.2 About DKDF

Delhi Knowledge Development Foundation (DKDF) is a society registered under Societies Registration Act of XXI 1860 by Department of Training and Technical Education, GNCTD, Muni Maya Ram Marg, Pitampura Delhi 110088 having registration no. S/61569/2008 and registered on 20<sup>th</sup> March 2008 by Registrar of Societies, GNCTD.

The area of operation of DKDF is "All India" and Aims and Objectives of the society are predefined as per registration details mentioned in the constitution of DKDF.

All the Income, earnings, Movable or Immovable Properties of the Society shall be solely utilised and applied towards the promotion of its Aims and Objectives as set forth in the MOA and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or any other manner whatsoever to the present or past members of the society or to any person claiming through any one or more of the present or past members. No member of the society shall have any personal claim on any movable or immovable properties of the society or make profits whatsoever by virtue of this membership.

The Society has its income / earnings from the annual grant received from GGSIPU (25% of the admission fee collected for the Evening Shift of GGSIPU) and the interest accrued on the fixed deposits of the funds of the society. To pursue the aims and objectives of the society as per MoA, the society i.e. DKDF incurs expenditure in the form of Grant, loan or payments for various projects as proposed by the stakeholders, accepted and approved by the Executive Committee and subsequently funds are transferred to the stakeholders. To ensure that the funds provided by DKDF to stakeholders are utilised accurately as per the project / proposal submitted, DKDF shall ensure that the SOPs for fund utilization are shared, agreed, followed and feedback is received from the stakeholders in future.

  
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### 1.3 Strategy & Vision

To promote Higher, Technical & Vocational Education in all the universities and institutes, to be premier multi-disciplinary educational institutions of global recognition, where excellent practices of knowledge management are followed and universal values are promoted to create potential thinkers, innovators, contributors, entrepreneurs & leaders to serve across the globe. The CoE shall process maturity and experience in incubation, create high standards of R&D including publications and promote best practices for nurturing entrepreneurship.

The CoE must develop a long-term vision for itself and have a minimum 5 year business strategy which would serve as the guiding document for the organization. This document should delineate on the larger goals of the organization such as the purpose of the centre, its focus area (technology, business concept, skill etc.), scope of work, expected outcomes, functionality framework, linkages to the state government and industry.

## 2. About CoE

Skills and knowledge are the driving forces of economic growth and social development for any country. Countries with higher levels and better standards of skills adjust more effectively to the challenges and opportunities in domestic and international job markets.


Centre of Excellence (CoE) is a body that provides leadership, best practices, research, support, training of trainers and skill training for a specific sector/s. The literal meaning of a Centre of Excellence is – 'A place where the highest standards are maintained'.

Centre of Excellence in skilling ecosystem is envisioned to be one stop resource centre, established/working in partnership with industry to raise training standards, boost productivity, address emerging skill gaps and align training & research with industry needs.

With the intent to overcome skill demand-supply mismatch, to have continuous supply of skilled workforce and disseminate best practices, "Centre of Excellence" is proposed to be recognized. The initiative would encourage such bodies already engaged in research and development activities in the skilling domain and allied fields to work on key emerging areas where there is knowledge deficit or skill gap, so as to set up Centre of Excellence.

### 2.1 Objective of CoE

The aim of project is to establish Centre for Excellences to promote research-based and innovative practice in the current academic curriculum. Project intends to

  
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prepare students as industry professionals who can be eventually absorbed as skilled resources by the industry. The broad objectives are as follows:

- Creation of state of art training facility to impart latest industry/job-oriented technical training to target groups.
- Provide Short-term Skill Courses in the concerned sector to existing/new students Create skilled manpower pool to cater to current and future industrial landscape in the region.
- Provide placement support to the students undergoing course in the CoE.
- Launch new and innovative academic, research and/or extension programmes/ activities in inter- and/or multi-disciplinary areas
- Take up this endeavor, to initiate major programmes/ activities of regional/national/ international interest and importance
- Benefit from their combined academic performance, research capabilities and overall achievements
- Strengthen the academic and research facilities and infrastructure at the university for achieving excellence in the chosen areas,
- Encourage the university to fill the gaps in the existing knowledge treasure by new and innovative academic/research work,
- Create job, wealth and business in alignment with state and national priorities.
- Mentor Startups in the areas of ideation, opportunity analysis, business modeling, prototyping, launch management and scaling-up
- Develop and support innovation-based cost-effective solutions that address the needs of society at scale

## 2.2 Target group

The candidates shall be existing ITI trainees, Vocational students/Polytechnic students/Engineering Graduates/Post Graduates/B.Tech./M.Tech/Ph.D. students and industry experienced candidates with experience of 2-3 years as a value addition to their existing trade syllabus and degree/diploma courses as well as existing skill level up gradation.

## 2.3 Enrolment

University/Institute will enroll candidates to different courses based on the minimum eligibility criteria defined for that job role and target group defined under the scheme.

## 2.4 Placement

University/Institution will have to place at least 80% of the passed candidates in each batch. A candidate would be considered placed only, if he/she is placed within 3 months of certification (Days between placement and certification date should not be more than 3 months). University/Institution will have to submit the proof of

  
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employment for all placed candidates at the time of submission of UC for a period of each academic year.

### 3. Functions of Centre of Excellence

The core functions of CoE should focus on areas like:

- To conduct high Quality Training in specific sectors with special focus on emerging technologies.
- To develop association between academia and industry for the benefit of the skill development sector.
- To conduct Research and Development in related fields and disseminate the results of the R&D and other activities through filling of patents and transforming them into sustainable business proposals/ solutions.
- To establish a sound new institutional base for executing the programmes/projects by strengthening the existing infrastructure.
- To foster relations across countries, between governments, workers, chambers of commerce, academia, industry and other Industrial associations in establishing collaborations of various projects of Institute/Organizations.
- To create network of nearby institutes for capacity building and mentoring support.
- To preferably establish an Entrepreneurship cell.
- For a CoE in the entrepreneurship education domain, to provide incubation/mentoring/support to start-ups initiated in the CoE.

### 4. Eligibility Criteria for Submission of CoE Proposal

The following types of organizations are eligible to establish a CoE:

- a) Educational Colleges/Universities/Institutions of repute under administrative control of DTTE and HE Govt. of Delhi that have an experience in the focus area or its allied subjects with objective of promoting research, innovation and entrepreneurial ecosystem.
- b) The financial support for establishing a CoE would be extended to a not-for-profit legal entity. The CoE to collaborate with an industry, an academic institution and with other institutions of repute focusing on innovation, research, commercialization and start-up promotion.
- c) The University/Institute heading the CoE should contribute at least 30% to the overall funding of the CoE project.
- d) Provision of a minimum of 5,000 sq. ft. (including training space) should be available for development of CoE.
- e) Creation of a separate interest bearing bank account under the name of registered CoE.

  
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period

- f) It is assumed that all Joint Venture (JV) Partners/Member Organizations would continue to provide support beyond the initial agreement period. The commitment letter from all JV partners should be enclosed along with the proposal.

## 5. Tenure of Assistance

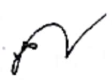
CoE project under the Scheme will be funded in three phases. The second installment will only be provided once the UC of the first installment progress report is handed over. The third installment will be given only when first phase UC, Progress Report, and Presentation is submitted.

## 6. Eligible University/Institutions/Colleges for CoE grant

- a) All State universities/Institutions/Colleges under administrative control of DTTE and HE.

## 7. Ceiling of assistance from DKDF

- 1) The financial assistance to a University will be limited to a maximum of:
  - a) Rs.8.00 Crore for Sciences/Technology areas
  - b) Rs.5.00 Crore for Social Sciences/Humanities areas
- 2) The funding to a University will be project oriented and a Detailed Project Report (DPR) proposal from the university will form the basis for allocation of grants.
- 3) The grant will be used only for the following activities at the university:
  - a) Conducting project-oriented collaborative academic/ research work in inter and multi-disciplinary areas.
  - b) Purchase of tools/machinery/workbenches & components/inventory items/consumable items etc. for the sector specific centre of excellence.
  - c) Conducting faculty development programmes and related events in inter-and/or multi-disciplinary areas.
  - d) Expense related to filing of Research patents on the University's name but not on Individual's name.
- 4) The grant will not be used for any of the below activities that the university/institution wants to pursue:
  - a) Building construction/developing physical infrastructure/payment for lease land/purchase of vehicle etc.
  - b) Supporting faculty members for uni-disciplinary academic/research/extension work.
  - c) Payment to faculty member/supporting staff/research associates (RA)/manpower/foreign travel etc.
  - d) International travel is not permissible under the project.
  - e) Monthly/yearly Rent paid for CoE building/space on lease.
- 5) Bifurcation of the grant for CoE will be made as follow:

  
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- a) 70% from DKDF
  - b) 30% university contribution (university can arrange this from the industry/market or arrange it themselves).
- 6) University/Institution shall bear any overhead/contingency/travel charges pertaining to CoE.

## 8. Composition of Committees for Establishing the CoE

### 8.1 Advisory Committee

There will be an Advisory Committee constituted at University level in consultation with Vice Chancellor of the university. The Advisory Committee will meet twice in an academic year, to oversee the launching and implementation of various programmes/activities at the Centre and assist the Centre in fulfilling its objectives. The composition of the Advisory Committee is given below:

Chairman	Vice-Chancellor/ Registrar of the University
Head of CoE	Dean/ HoD of the University
Member	Coordinators of the participating department
Member	Two Industry Experts nominated by VC

**Note:** Vice-Chancellor/ Registrar may nominate one additional member from the University in concerned domain.

The Advisory Committees will discuss the Action Plan, Research proposal and the Budget with the members of advisory committee and make its recommendation for consideration of the CoE before placing the proposal to DKDF.

### 8.2 Monitoring Committee

The Monitoring Committee shall be constituted by the VC/Registrar for evaluation of the performance of the CoE.

Chairman	Vice-Chancellor/Registrar of the University
Members	2 experts from the relevant domain

The CoE project shall be monitored quarterly about achievement of the goals by the VC/Registrar of the university and progress report be forwarded to DKDF.

  
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## 9. General Terms and Conditions

1. If the organization has a partnership with other academic institutions, Research & Development organizations or industries, a copy of MoU should be submitted along with the proposal.
2. The annual accounts/balance sheet of CoE along with the annual report is required to be made available to DKDF annually and whenever required.
3. It is expected that on completion of the project, CoE becomes self-sustainable and no further support/grant is requested from DKDF. It would be responsibility of the VC of the university/Institution/Organization to ensure smooth continuation of activities after completion of the project.
4. The release of grants for first stage and each subsequent stage is subject to satisfactory performance of CoE. For this purpose the progress report, KPI and achievement of milestones is to be sent by CoE to DKDF in the prescribed format.
5. No deviation in the CoE proposed project is allowed. In case of any kind of deviation in the implementation of the programme, the same needs to be documented properly and sought the permission from DKDF. This will include inability to get adequate number of incubatee, frequent leaving of incubatee, inability to meet targets etc. In view of any problem, a revised action plan has to be sent to DKDF.
6. Non-performance and non-compliance to the conditions required for sustainable functioning of CoE may result in discontinuation of further support and refund of unspent grant money.
7. University ought to promote to build startup ecosystem by establishing a network between academia, financial institutions, industries and other institutions.
8. The institute should have sufficient/ competent manpower/ research staff. CoE should have competent core staff of the field and identified skilling areas in which CoE is operating.
9. CoE should have association with International bodies/ universities/ institutes in providing skill training and research support as per the industry standards and international requirements will be an added advantage.
10. Interest accrued on the grant, if any shall be refunded to the DKDF.

## 10. Key performance Indicator for CoE

1. To develop startups.
2. Connect the startups to various companies.
3. Make startup commercially viable and then into companies.
4. Research project to be started.

  
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5. Publication of research papers in SCI/SCOPUS/ESCI/SCIE Etc. journals.
6. Short term skill development course to be offered to universities/diploma/ITI students and to the general public as well. These courses may be offered in offline/online mode.
7. To develop commercial product.
8. To obtain patents.
9. Engage interns from university, diploma and ITI students.
10. List/inventory of equipment purchased for CoE be submitted with DKDF.
11. Utilization certificate may be submitted in prescribed format as per GFR 2017 at the time submission of final report.
12. Progress report in prescribed format to be submitted on quarterly basis.
13. Create a corpus for R&D from Govt., industry and other funding agencies and channelize Corporate Social Responsibility (CSR) funds for sustenance & furtherance of research activities and maintain the account books separately.
14. Linkage with industry.
15. To promote quality research that contributes meaningful towards the goal of a Self Reliant India ("Atma Nirbhar Bharat") aligned with provisions of NEP 2020.
16. Ensure functional autonomy, transparency, accountability, adaptability by strengthening inter linkage to create a conducive research environment.
17. To promote collaboration of CoE between Government, University, Research Institute and Industries.

## 11. Documents/Enclosures Required for the Project

- 1) Endorsement from the Head of the University/Institutions (on letter head).
- 2) Detailed Project Report (DPR) of the Proposal in DKDF format (Annexure-1).
- 3) Form of Utilization Certificate for the grantee organization (Annexure-2).
- 4) Standard Operating Procedure (SOP) for grant utilization (Annexure-3).
- 5) Performa for Progress report (Annexure-4).
- 6) Certificate to be submitted with the proposal (Annexure-5).
- 7) Audited Statement of Accounts of university/institution for the last three years.
- 8) Copy of Memorandum of Association/MoU signed., if any
- 9) Undertaking regarding the point no. 6 to 12 of SOP Annexure-III.



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## Annexure - I

### Draft Application Format for new proposals to be funded by DKDF

#### Name of the Project

The application/ proposal is to be submitted in the following format, however, additions may be done as per requirements on case to case basis

S. No.	Particulars	Page No.
1	Brief about the University, Branch submitting the proposal.	
2	The Proposal.	
3	Objective of the proposal. <ul style="list-style-type: none"> <li>• Targeted beneficiaries</li> <li>• Scope</li> <li>• Advantages and requirements of the proposal</li> </ul>	
4	Proposed focus area.	
5	Brief summary of Resources required. <ul style="list-style-type: none"> <li>• Manpower</li> <li>• Equipments</li> <li>• Machinery</li> <li>• Expense related to filling of Research patents</li> <li>• Expenses/ Financial</li> <li>• (Broad specifications of each with supporting documents)</li> </ul>	
6	Expected Outcome (Key Performance Indicators/ Milestones of project)	
7	Procurement plan	
8	Timeline of all activities.	
9	Time line of Expenditure	
10	In-house Monitoring Mechanism in sync with the SOPs of DKDF developed by DKDF	
11	Total Estimated expenditure of the project. <ul style="list-style-type: none"> <li>Total amount</li> <li>1<sup>st</sup> Installment</li> <li>2<sup>nd</sup> Installment</li> <li>3<sup>rd</sup> Installment</li> </ul>	
12	Timeline of expenditure & project	
13	Undertaking regarding the point no. 6 to 12 of SOP annexure-III	
14	Composition of committees for project	
15	Industry MoU signed	
16	Person/ Post responsible for settlement of accounts with DKDF	
15	Any other information which may be added institute/University.	

  
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## Annexure - II

### FORM OF UTILIZATION CERTIFICATE

Utilization Certificate for the Financial Year ..... in respect of recurring/non-recurring Grants – In-Aid/ Salaries/Creation of Capital Assets.

1. Name of Work.....
2. Whether recurring or non-recurring grants.....
3. Grants position at the beginning of the financial year
  - (i) Cash in Hand/Bank.....
  - (ii) Unadjusted advances.....
  - (iii) Total.....
4. Details of grants received, expenditure incurred and closing balances: (Actual)

Unspent Balances of Grants received years [figure as at Sl. No. 3 (iii)]	Interest Earned thereon	Interest deposited back to the DKDF	Grant received during the year F/y.....			Total Available funds (1+2-3+4)	Expenditure incurred	Closing Balances (5-6)
1	2	3	4			5	6	7
			File No. (i)	Date (ii)	Amount (iii)			

#### Component-wise utilization of funds

Grant-in-aid-General	Grant-in-aid-Salary	Grant-in-aid- Creation of capital assets	Total

#### Details of grants position at the end of the year

1. Cash in Hand/Bank
2. Unadjusted Advances
3. Total

Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the



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money has been actually utilized for the purpose for which it was sanctioned. All codal formalities have been observed during executing the work mentioned above.

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- (vii) It has been ensured that the physical and financial performance under..... (Name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure – I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure – II duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure –II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

(Signature)

(Signature)

Name.....

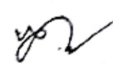
Name.....

(Head of the Finance)

Designation (Vice Chancellor)

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## Annexure - III

### STANDARD OPERATING PROCEDURE FOR GRANT UTILIZATION

- 1) Non recurring grant shall be provided in maximum of three cascading manner/ stages as per the demand to the stakeholders.
  - a) 1<sup>st</sup> Installment: Release of 50% non recurring grant of the total value of DKDF contribution in CoE project shall be provided to stakeholder after receiving the proposal and duly approved by President DKDF. UC shall be submitted within a period of 6 months from the date of release of 1<sup>st</sup> installment.
  - b) 2<sup>nd</sup> Installment: Release of 40% non-recurring grant of the total value of DKDF contribution in CoE project shall be released upon submission of Utilization Certificate duly signed by the Chartered Accountant of first installment of grant and duly verified supporting bills. UC shall be submitted within a period of 6 months from the date of release of 2<sup>nd</sup> installment.
  - c) 3<sup>rd</sup> Installment: Release of 10% non recurring grant of the total value of DKDF contribution in CoE project shall be released upon submission of Utilization Certificate duly signed by the Chartered Accountant of second installment of grant and duly verified supporting bills. UC shall be submitted within a period of 6 months from the date of release of 3<sup>rd</sup> installment.


The tenure of assistance will be of two years which may be extended up to one year on the request of the university with sufficient grounds. However, no additional grant will be provided for the period of extension.

- 2) Non submission of Utilization Certificate may result in discontinuation of further support and refund of unspent grant money with interest accrued.
- 3) Utilization Certificate as per Performa attached shall be submitted by the grant receiving authority after completion of the project.
- 4) Grant by DKDF shall be released after submission of timeline of expenditure to be incurred in the project.
- 5) If the timeline of the project is more than one year, the financial grant shall be provided annually by DKDF as per the timeline submitted by the concerned entity/ institution. However, it may be provided in one installment if the amount requested is less than Rs. 50, 00,000/- (Rs. Fifty Lakh Only).
- 6) The proposed project for which grant is requested shall be monitored in-house by monitoring committee on regular basis quarterly about achievements of tangible goals by Vice Chancellor/ Director of the concerned entity/ institution and progress report shall be forwarded to DKDF on quarterly basis.
- 7) The proposed project shall be monitored by Advisory Committee on regular basis half yearly for achievements of objectives and KPI/milestone and report shall be forwarded to DKDF on half yearly basis.

  
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- 8) VC will be responsible for strict observance of all codal formalities and the provision of GFR 2017. VC will have to utilize the grant only for the specified and approved expenditure and will be responsible for any deviation. In case of any violation of guidelines, VC will be responsible for non-release of further grant by DKDF.
  - 9) Any interest on the grant amount received by the receiving authority due to deviation from the initial timeline submitted in project shall be returned to DKDF.
  - 10) The project expenditure shall be duly verified by the CoF/DCA of the Grantee Institute.
  - 11) Assets acquired wholly or substantially out of the DKDF Grants, except those declared as obsolete and unserviceable or condemned in accordance with the procedure laid down in the GFR 2017, shall not be disposed of without obtaining the prior approval of DKDF and money raised by auctioning of the obsolete and unserviceable or condemned assets shall be returned to DKDF.
  - 12) All purchase of goods and service in respect of project to be procured through GeM on priority. In case, goods and service are not available on GeM, the same item or service may be purchased from open market after fulfilling all codal formalities as per GFR 2017 and as per the direction/instruction issued by CVC & Finance Dept., GNCTD, GOI from time to time. VC will be responsible for strict observance of all codal formalities and the provision of GFR 2017.
  - 13) The Instructions issued by Finance Department, GNCTD/ CVC/DTTE shall be strictly observed by the concerned entity/ institution.
  - 14) CoE focus on subject that support new start-ups may receive an additional support to upgrade the CoE of Rs.1 Crore for developing 20 new start-ups subjected to submission of proof of certificate with their GST number, name of startup, core area, no. of employee in the startup etc.
  - 15) Royalty based on the patent usage shall be agreed upon with the established start-up after commercial launch of the start-up which will be deposited in the DKDF account.
  - 16) University/Institute will enroll candidates for internships/ Short Term courses etc. based on the reservation policy of SC/ST/OBC/EWS/PH/GEN as per the GNCTD guidelines.
  - 17) DKDF has right to reject the CoE proposal at any stage without intimating the concern entity.

  
MEMBER SECRETARY  
(DKDF)

Member Secretary (DKDF)

## Annexure - IV

### Progress report of project funded by DKDF

Name of University/ Institute: -

Name of Project: -

Amount disbursed for the project: -

S. No.	Particulars	Actual status as on .....	
1	Objective of the project(Percentage achieved)		
2	Expected outcome with timeline(Percentage Progress as per timeline)		
3	Key Performance Indicator of the project in current academic year (as specified in initial proposal)	% achieved	Remarks
	a) No of Startups developed		
	b) No of startups converted to companies.		
	c) No of Research Projects being undertaken		
	d) No of Papers/Publication from COE		
	e) Short term and long-term skill development courses being offered		
	f) No. of Commercial Products developed		
	g) No. of MoU signed		
	h) No. of Patents filed/ obtained/in process, in respect of the proposed project by the university/ Institute (Annexure to be attached)		
	i) No. of Publication of research paper in SCI journals		
	j) Internship Offered – No. & Name of Interns (Annexure to be attached mentioning name & phone no. of Interns engaged) <ul style="list-style-type: none"> <li>Students of University</li> <li>Students of Delhi Govt. ITIs</li> <li>Students of Diploma</li> <li>Others</li> </ul>		
4	Resources required and engaged	Required	Engaged
	Manpower		
	Laboratory		
5	Expenditure incurred (Specify actual figures of expenditure)		
	Non-Recurring		
	Recurring		

  
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S. No.	Particulars	Actual status as on .....	
6	Timeline of Expenditure as per SOP of DKDF	Timeline proposed	Actual Expenditure
7	Submission of UCs per GFR 2017 and Supporting bills as per SOP of DKDF before requesting grant installment	Y/N	
8	Report of in-house monitoring mechanism about achievement of Tangible goals being forwarded to DKDF	Y/N Attach the report.	
9	No. & List of employees working in related area	Annexure to be attached for List of Employees	
	Faculty members		
	Subject Matter Expert		
	Industry expert		
	Contractual Staff		
10	Funds required and received for this project through:	Specify actual amounts	
	• Industry		
	• GNCTD		
	• University/ Institute		
	• DKDF		
11	Targeted beneficiaries of the project(Annexure to be attached)		
12	Availability of:		
	• Mentor panel -Y/N		
	• Advisory Body- Y/N		
13	Observation of Codal formalities and GFR 2017 (Y/N, Certificate in this regard from Head of Grantee Institute / University to be submitted)		
14	Interest received from bank on the grant during each Financial Year (Specify amount)		
15	Is the project expenditure being verified by Chartered Accountant of Grantee Institute/ University (Y/N, Submit supporting document)		

(Signature)

Name.....

(Head of monitoring committee)

Stamp:

(Signature)

Name.....

Designation (VC/Registrar)

Stamp:

  
 Member Secretary (DKDr,

## Annexure - V

### CERTIFICATE TO BE SUBMITTED WITH THE PROPOSAL

Certified that:


- 1) The information furnished in this proposal and its enclosures is true and correct to the best of our knowledge and belief. We understand the consequences of any untrue or incorrect information provided in this proposal and its enclosures.
- 2) We shall abide by all conditions and guideline for CoE.
- 3) DKDF may at their discretion, themselves or through their authorized representative evaluate the work undertaken by CoE and its progress over a period of time.
- 4) The undersigned shall be personally responsible for the credibility and authenticity of the information provided and documents attached with the proposal and legally liable for any default in this regard.

**Registrar**  
(Signature with Seal)

**Vice-Chancellor**  
(Signature with Seal)

Place:

Date:

  
Member Secretary (DKDF)