

Guidelines for utilization of School Grant under RMS A (2015-16)

The fund of Rs.50, 000/- is placed directly to the Heads of the Institutions. The funds placed will be utilized on approval of the Managing Committee of the school.

Activities to be undertaken:-

- i. Sports, music, dance, painting, culture, teaching aids (for classes IX-X).
 - Equipment for teaching geography as elective.
 - Drawing equipments and painting materials.
 - Maps, charts, specified instruments and appliances.
 - Sports equipments, uniforms etc.
- ii. Petty and contingent expenditure like organizing meetings, conveyance, stationaries.
- iii. Petty repairs and maintenance.
- iv. Water, electricity and telephone charges, internet charges/ other rates and taxes.
Ceiling limit to meet water and electricity charges is Rs. 15000/-
- v. Purchase of books, periodicals, newspapers etc. (periodicals should not exceed Rs. 5000).
The lists of books to be approved/ recommended by the State Govt.
- vi. Purchase of need based educational materials for students with disabilities (for classes IX-X).
- vii. Repair/ replacement of laboratory equipments and purchase of laboratory consumables / chemicals, upkeep of laboratory or any other activity related to the study of Science / Mathematics / Geography (for classes IX-X).

Prohibited Expenditure:-

The expenditure on the following accounts can never be made.

- ❖ Hiring of vehicle
- ❖ Petroleum, oil and lubricant (POL) charge
- ❖ Any sort of remuneration / wages & etc.

Norms of Expenditure & Accounting:-

- i. Expenditure is to be made within 31st March, 2016.
- ii. All procurement shall be made observing guidelines as prescribed in the Financial Management and Procurement (FMP) Manual.
- iii. All the vouchers are to be kept with the school.
- iv. Utilization Certificate along with an expenditure statement is to be sent to the State Project Office RMSA through DPO, RMSA within 30-04-2016.

These guidelines are issued with the approval of Hon'ble MIC, School Education, Department.


District Project Officer



Contact:
Phone: 03472-223077
E-Mail : rmsanadia2015@gmail.com

District Project Office
RASHTRIYA MADHYAMIK SHIKSHA ABHIYAN
KRISHNAGAR, NADIA

Utilization Certificate (UC)

1st / 2nd / 3rd Installment

Financial year

School Name

U-DISE Code

Block Name

Circle Name

Nature of fund

Amount Received

Allotment order No. with date

Contact No.

E-mail ID

Certify that an amount of Rs.(Rs.) only have fully and properly been utilized for the purpose ofas per guideline of RMSA.

The voucher & other expenditure particulars are attached.

Signature
President, SMDC
With Seal

Signature
Secretary, SMDC
With Seal



District Project Office
RASHTRIYA MADHYAMIK SHIKSHA ABHIYAN
KRISHNAGAR, NADIA

Contact:
Phone: 03472-223077
E-Mail : rmsanadia2015@gmail.com

RECEIPT AND EXPENDITURE DETAILS FOR RMSA ALLOTTED FUND OF 1st / 2nd / 3rd INSTALLMENT

School Name:..... School Address:.....
Nature of Fund:..... Allotment Order No.....
Financial Year :..... Block :..... CLRC :..... Contact No.....

Receipt				Expenditure					
Sl No.	Date	Particulars	Amount	Sl No.	Date	Pay to	Fund used for	Voucher No.	Amount
1.				1.					
2.				2.					
3.				3.					
4.				4.					
5.				5.					
6.				6.					
7.				7.					
TOTAL				TOTAL					

Signature
President, SMDC
With Seal

1. All of above particulars are filled properly and attached photocopy of all supporting vouchers with seal and signature.
2. Attached two photographs of the new construction of the RMSA Sanctioned Fund.
3. Should mentioned room name as allotment order, sanctioned amount financial year and date of completion in the front of the

Signature
Secretary, SMDC
With Seal