

UNIVERSITY OF HYDERABAD

UH/F&A/Projects/Advances/2019

Projects Section
Finance & Accounts Division
Date: 11 September 2019

CIRCULAR

Sub:- Sanction of advances to Project Investigators for supporting Research Projects – Reg.

Ref:- Vice-Chancellor's Orders dated 7 September 2019.

It has been decided that the advances given to the Project Investigators for continuation of their research project pending receipt of grants from the funding body shall henceforth be considered as advance given to the individuals and not to the Project and it shall carry interest equivalent to rate extended by the Bank on savings bank account. Therefore the advances granted to the PI will be shown as outstanding against the name of the faculty member concerned and it shall be the responsibility of the faculty member concerned to settle the account. It has also been further decided that the component of interest is chargeable to Faculty Professional Development Fund (FPDF).

It is to inform all the PIs that irrespective of the fact the PI might be holding multiple projects she/he will be allowed to draw only one advance against any of the project/s and the requests for sanction of advance against other projects will not be considered.

The PIs are requested to submit their request in the "Requisition for Sanction of Advance", which is appended to this Circular.

To

1. All the Deans of the Schools
2. All the Project Investigators


Finance Officer i/c

वित्त अधिकारी/Finance officer
हैदराबाद विश्वविद्यालय/University of Hyderabad
केंद्रीय विश्वविद्यालय डा.घ./Central University P.O.
हैदराबाद/Hyderabad- 500 046.

UNIVERSITY OF HYDERABAD
Requisition for sanction of Advance

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| 1. | Name of the Project Investigator | |
| 2. | Employee Id. No. | |
| 3. | No. of Research Projects held by the P.I. | |
| 4. | Name of the Research Project for which advance is sought. Please mention the name of the Funding Body also | |
| 5. | Tenure of the Project mentioned at (4) above (Please furnish start date & end date) | |
| 6. | Amount of advance required | |
| 7. | Purpose for which advance is required | |
| 8. | State whether Utilization Certificate & Statement of Expenditure were submitted to funding body pertaining to the project mentioned at (4) above. If yes, please provide a copy of latest UC/SoE | |
| 9. | Amount of grant receivable from the project as on date. | |

I understand that the amount of advance given is considered as personal to me and I undertake the responsibility of settling the account.

I also understand that the interest chargeable on the advanced money is chargeable to my FPDF Account and accordingly I authorize the Finance & Accounts to debit my FPDF account.

Signature of the P.I.

FOR OFFICE USE

The information furnished by the P.I. is verified and found to be true and correct. The request of the PI may be considered for sanction of amount of advance asked for.

Section Officer

Asst. Registrar

Deputy Registrar

Finance Officer

Vice-Chancellor