



Form 6.2

Expenditure Settlement of Collaborative Research under TEQIP-III

SECTION A:

1. Details of the proposer:

Name: _____ Department: _____

2. Nature of Collaborative Research:

- Summer/Winter Internship for UG/PG students (SWI)
(for max 4 weeks)
- Competitive UG/PG Project (CP)
(for max 1 year)
- Joint PhD/M. Tech Guidance (JG)
- Collaborative Research Project (CRP)
(for max 2 year)

3. Category of Participation:

- Faculty Member Research Student
- PG student UG student

4. Name of the participant: _____

5. Duration: From: _____ to _____

SECTION B:

1. Financial Details:

Sl. No.	Expenditure Heads	Total Amount (in Rs.)
1	Consumables	
2	Contingency	
3	Travel (for attending national conference to present research findings of CRP)	
4	Equipment (In case of CRP)	
Total		

2. Attachment Check List:

Sl. No.	List of Enclosures	Proposer (Y/N)	Department/Officer Coordinator(Y/N)	TEQIP Office(Y/N)*
1	A1: Financial Details: (Consumable, Contingency, Travel and/or Equipment in case of CRP. With all supporting bills)			
2	A2: Attendance Certificate for completion of Collaborative Research.			
3	A3: Research report of SWI/CRP or Thesis of Research carried out under CP/ JG (Soft and Hard Copy both)			
4	Actual program details along with lecture hours of each expects/faculty is submitted			
5	Copy of Research Publication (if any) in International/National Journal.			
6	Copy of Research Publication (if any) in International/National Conference.			

Note: Field marked by asterisk () is for KIT-Office use only. Please leave this column blank.



Form 6.2

Expenditure Settlement of Collaborative Research under TEQIP-III

I/We hereby certify that:

- (i) The Grants have been spent for the purpose for which it was sanctioned and as per TEQIP III & IITG norms.
- (ii) All bills / vouchers / receipts are counter signed by proposer and department coordinator.
- (iii) Stock entry done (wherever applicable).

Forwarded:

Signature of the Proposer

Name: _____

Date: _____

Signature of Dept.-coordinator (DC)

Name: _____

Date: _____

Signature of HOD/HOC

Name: _____

Date: _____

For use at KIT-TEQIP office

Checked:

- Expenditure settlement form is checked, table in 'Attachment Check List' is verified and found in order.
- Expenditure have been entered in TEQIP office data base.
- Acknowledgement of this submission has been given to the Coordinator by CET Office.

Signature (KIT-TEQIP office)

Date: _____

Forwarded to Dean (R&D) with relevant attachments and recommended for settlement.

PI & Coordinator KIT-TEQIP (Head CET)

Date: _____

For use at KIT-TEQIP office: Post Processing

Checked:

- Information is sent to the Proposer that his/her form is processed from CET & sent to R&D for financial settlement.

Signature (KIT-TEQIP office)

Date: _____



Form 6.2

Expenditure Settlement of Collaborative Research under TEQIP-III

A1: Financial Details (Consumables, Contingency, Travel and Equipment):

Sl. No.	Description of Expenditures	Name of Vendor/Service provider	Bill/Indent No. & Date	Amount to be paid by R&D section directly to the vendor
1	Consumables			
2	Contingency			
3	Travel (for attending national conference to present research findings of CRP)			
4	Equipment (In case of CRP)			
Total				

Signature of the proposer

Date: _____

Signature of Department Coordinator

Date: _____

For KIT-TEQIP office use

S. No.	Description	Signature (KIT-TEQIP office)
1.	Checked and found in order. Put up for consideration.	
2.	Remarks (if any)	

Approved

Not approved

Forwarded to Dean (R&D), with a request to disburse the amount Rs. _____ to the vendor(s) as per the details mentioned above.

Signature of TEQIP Coordinator (Head CET)



Form 6.2

Expenditure Settlement of Collaborative Research under TEQIP-III



Form 6.2

Expenditure Settlement of Collaborative Research under TEQIP-III

A2: Attendance Certificate for completion of Collaborative Research.

This is to certify that Dr./Mr./Ms. _____ has completed Collaborative Research titled _____ during _____ to _____ in the Department/Centre _____, IIT Guwahati. The nature of Collaborative Research was SWI/CP/JG/CRP under TEQIP –III.

Performance of Dr./Mr./Ms _____ was Outstanding/Excellent/Satisfactory/not Satisfactory.

Brief report on the Collaborative Research has been enclosed herewith.

Signature of the Proposer

Signature of Department Coordinator

Date: _____

Date: _____

For KIT-TEQIP office use

S. No.	Description	Signature (KIT-TEQIP office)
1.	Checked and found in order. Put up for consideration.	
2.	Remarks (if any):	

Signature of TEQIP Coordinator (Head CET)



Form 6.2

Expenditure Settlement of Collaborative Research under TEQIP-III



Form 6.2

Expenditure Settlement of Collaborative Research under TEQIP-III

A3: Research report of SWI/CRP or Thesis of Research carried out under CP/ JG (to be submitted in hard and soft copy to the KIT-TEQIP office)

Sl. No.	Points to be included in the Research Report		Submitted (Y/N)
1	Title of the proposed project		
2	Nature of the Collaborative Research		
3	Objectives achieved (w.r.t the target objectives as per in form 1.2)		
4	Outcome of the Research /Project		
5	Details of Publications of the Research Project came out from TEQIP CRP	Types of Research Project	No.
		International Journal	
		National Journal	
		International Conference	
	National Conference		

Signature of the Proposer

Signature of Department Coordinator

Date: _____

Date: _____

For KIT-TEQIP office use

S. No.	Description	Signature (KIT-TEQIP office)
1.	Checked and found to be in order. Put up for consideration.	
2.	Remarks (if any)	

Signature of TEQIP Coordinator (Head CET)

Date: _____



DECLARATION

I/We hereby declare that the consumables worth Rs....., purchased during the Summer Internship under TEQIP-III of Mr/Ms..... were

- a) Solely used for the research purpose of the approved research work '.....' and
- b) Consumed during the stipulated period.....to

Signature of the proposer

Signature of the Department/Centre Coordinator