

Office of the Dean (Research & Development)

Format for approval of Sponsored Project/Scheme Fund Break-up

Ref. No.

Date:.....

To,
The Dean (R&D),
IIT (BHU).

Subject: Approval of Sponsored Project/Scheme Fund Break-up: reg.

Sir/Madam,

Following fund breakup is proposed for fund received in respect of **Project Code**.....
entitled:.....
total fund received `..... FY

Kindly approve the same.

Recurring		Non-recurring	
1. Consumables	`	1. Equipment	`
2. Contingency	`	2. Other (if any)	`
3. Salary/Fellowship	`	Please specify, if Recurring/Non Recurring head not applicable	
4. Overhead	`	1.
5. Travel	`	2.
6. SSR	`	3.
7. Other (if any)	`	4.

This is certified that this is in accordance with the funding agency's sanction.

Forwarded

**Principal Investigator
(Name & Signature)**

**Head of Deptt./Coordinator of School
(Signature & Seal)**

For Dean (R&D) Office Use

Checked and found correct/not correct as per funding agency guidelines.
Aforementioned fund breakup may be approved/not approved.

Dealing Asstt.

Jr. Supdt. (R&D Admin.)

Asstt. Registrar (R&D Admin.)

Dean (R&D)

Ref. No. IIT(BHU)/R&D/FB/20.....-...../

Dated:.....

To,
Prof./Dr.....
Deptt./School of.....

Indian Institute of Technology (BHU) Varanasi.

Subject: Approval of Sponsored Project/Scheme Fund Break-up: reg.

Dear Sir/Madam,

I am directed to inform that the following fund break has been approved by the Dean (R&D) for the **Project Code** FY 20....-20.....

Recurring		Non-recurring	
1. Consumables	\	1. Equipment	\
2. Contingency	\	2. Other (if any)	\
3. Salary/Fellowship	\	Please specify, if Recurring/Non Recurring head not applicable	
4. Overhead	\	1.
5. Travel	\	2.
6. SSR	\	3.
7. Other (if any)	\	4.

Thanking you,

Yours faithfully,

Assistant Registrar (R&D Admin.)

No. IIT (BHU)/R&D/FB/20.....-...../

/L

Dated:

Copy forwarded to the following for information and necessary action:

1. The Head/Coordinator, Department/School.....
2. The Assistant Registrar (R&D Accounts)/Jr. Supdt. (R&D Accounts), IIT(BHU).
3. Concerned File.

Assistant Registrar (R&D Admin.)