



GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

SCERT New Building, Alto, Porvorim-Goa PIN. 403521

Tel:2415585/2410824

Email: dir-dhe.goa@gov.in

Ref. No. GIA/Patt. of Asstt./DHE/2018-19/ 5112

Dated: -22/01/2019

ORDER

Subject: - Pattern of Assistance to Non- Government Aided Colleges.

In supersession of the Order No.1/25/2001-02/GIA/Patt. Of Asstt/DHE/162, dated 30/11/2001 and all the other relevant orders issued in this regard Government of Goa is pleased to sanction the revised pattern of assistance for release of maintenance grant to all the aided institutes/colleges registered under Directorate of Higher Education as Aided Institutions.

- (1) The maintenance grants shall be subject to the availability of funds and subject to fulfillment of the conditions specified as here under and instructions issued by Directorate of Higher Education from time to time.
- (2) The maintenance grants shall be released in the form of reimbursement and released based on actual expenditure incurred in the previous financial year as reflected in the audited statements of accounts of the institutions, subject to maximum ceiling mentioned herein after.
- (3) Tuition fees shall be credited to the Government Treasury invariably by 31st October or else the notional collection of the fees will be worked out on this account and maintenance grants shall be reduced to that extent.
- (4) Any other fees which are specifically required to be credited in Government Treasury on specific Government instruction then the same shall also be credited in the Government Treasury by 31st October.
- (5) The Aided institutions shall submit the Audited Statements of the previous Financial Year to the Directorate of Higher Education invariably by 31st October.
- (6) The maintenance grants shall be released in two installments i.e. first installment by June/July and second installment by December/January
- (7) First installment shall be released based on the Maintenance Grant released in the preceding year and second installment shall be released only on submission of Audited Statements by the Institution.

- (8) The detailed list of admissible and non-admissible items under the maintenance grants is enclosed at Annexure - I. Items not figuring in Annexure -I can be allowed to purchase only after prior approval of the Government.
- (9) Maximum amount entitled shall be as follows:

No. of Students	Maximum Amount Eligible	
	Institution/colleges without Science Faculty	Institution/colleges with Science Faculty
Upto 500	25,00,000/-	30,00,000/-
501 to 1000	35,00,000/-	40,00,000/-
1001 to 1500	45,00,000/-	50,00,000/-
1501 & above	55,00,000/-	60,00,000/-

Note:-

Categorization of all the colleges will be done by the Directorate of Higher Education based on the students' strength of Aided courses in accordance with AISHE data or documentary evidence provided by the colleges. Categorization will be fixed by the department which will be revised only after three years irrespective of fluctuation in students' strength on year to year basis.

In addition to the above, colleges having students strength less than 2000 shall be entitled to maximum Rs. 15,00,000/- or an actual amount spent whichever is less for outsourcing or engaging services of individual/labourers etc.

College having students' strength more than 2000 shall be entitled for Rs. 20,00,000/- or an actual amount spent whichever is less.

- (10) Every educational institution or college shall bound to submit such information along with such documents as are required by the Government from time to time failing which the Government shall withhold/stop the release of maintenance grants.
- (11) Aided Institutions/Colleges shall maintain the required books of accounts as per the Rules in force which should be presented to Audit as and when required.
- (12) The maintenance grants to the new Aided Institution/college started in a particular year shall be released during the subsequent financial year.
- (13) The maintenance grants shall be released in accordance with this Pattern of Assistance from the Financial Year 2019-20.
- (14) The above Pattern is subject to review as per requirement from time to time.



- (15) The Directorate shall frame the guidelines whenever and wherever required for effective implementation of this Pattern of Assistance.
- (16) This issues with the concurrence of Finance (Exp.) Department vide their U.O.No. 1400061150 dated 22.01.2019.

By order and in the name of the
Governor of Goa



(Diwan N. Rane)
Under Secretary (Higher Education)

To,
The Director, Directorate of Printing & Stationery, Govt. Printing Press, Panaji, Goa with a request to publish the same in Government Official Gazette (Extraordinary) and provide 5 copies of the said Gazette to this Directorate.

Copy to:

1. The Director of Accounts, Directorate of Accounts, Panaji, Goa.
2. The Accountant General (Audit), Audit Bhavan, Green Valley, Porvorim, Goa.
3. The Principals of Aided Colleges.
4. The Accounts Section of this Directorate.
5. Office copy.
6. Guard file

ANNEXURE - I

A. Expenditure actually incurred during the preceding financial year on other essential items indicated below: -

- i) Rent on building if the premises is rental premises as per P.W.D. valuation or actual amount paid whichever is less or incase of premises owned by the management, contribution towards repair and maintenance to the extent specified below:

Sr. No.	Category	Percentages rate on the cost of construction of the building in the year of construction
1.	College building constructed on or before 31 st March, 1996	10%
2.	College building constructed between 1 st April, 1996 to 31 st March, 2006	8%
3.	College building constructed after 1 st April, 2006 onward.	4%

Where the building is owned by the management, the percentage towards maintenance and repairs as shown above is admissible provided the management utilizes the same for the maintenance of the said building. The management should keep this grant in a separate account and utilize it as and when required. However, in any case the management/college has to utilize the same within 3 years time for the above purpose.

- ii) Postage and Courier charges.
- iii) Stationery, printing and binding required for office and library work.
- iv) Premium on insurance of apparatus & equipment.
- v) Uniforms to multi tasking staff at the rates and as per the type of cloth prescribed by the Government from time to time.

- vi) Audit Fees maximum upto Rs. 50,000/- per annum only for finalization of books of accounts including maintenance of accounts of fund received from UGC and other Government funding agencies.
- vii) Release of advertisements for recruiting teaching and non-teaching staff, various tender notices, notice for admissions etc. However, promotional advertisement shall not be included
- viii) Affiliation fees including fees paid for various accreditation and affiliation of various bodies whichever except where the fees are reimbursed by other institutions/bodies.
- ix) Premium paid on colleges fidelity insurance policy.
- x) Other petty contingencies such as chalks, dusters etc.
- xi) TD/DA of teaching and non-teaching staff deputed for educational excursions and tours undertaken to fulfill the curriculum excursions and tours undertaken to fulfill the curriculum requirements laid down by the University as per rule in force.
- xii) Rent of the college playground certified as reasonable by the Executive Engineer, Public Works Department except rent paid to the Management.
- xiii) Travelling allowance and daily allowance for college teaching and non-teaching staff, including Principal, for college work and for attending conferences, seminar and training courses of an academic nature, maximum upto Rs. 15,000/- per faculty per annum for maximum upto two seminar/conference/workshop (Rs. 7,500/- per seminar/conference/workshop).
- xiv) Registration fees to the extent of Rs. 2500/- per seminar/conference/workshop for 2 seminars/conference/workshop per faculty (within or outside the state).
- xv) Contingency expenditure incurred by the Principal of the college upto Rs.25,000/- p.a. on items not covered in this list but considered essential for college.
- xvi) Merit scholarships awarded to the students provided the scheme is approved by the Directorate of Higher Education (as per the common scheme formulated by the Principals' Forum).



- xvii) Various Bank commission including collection charges, cheque Book charges, DD commission etc.
- xviii) Library books, newspapers, magazines, periodicals, educational CDs and DVDs.
- xix) Purchase of Laboratory equipment, chemicals, glassware and other requisites and repair of the same.
- xx) Repair & purchase of electrical fixtures & fittings subject to maximum of Rs. 50,000/- per annum or actual whichever is less.
- xxi) Honorarium and T.A. to the experts invited for the purpose of recruitment and CAS.
- xxii) Casual hiring of vehicle.
- xxiii) Subscription or registration fees paid to professional bodies registered bodies subject to maximum Rs. 10,000/- per year.
- xxiv) Refreshment expenditure to the guest up to Rs. 15,000/- per annum.
- xxv) Two telephones for the office of the college (including one for fax) shall be entitled. Mobile charges of Rs. 1,000/- or actual charges whichever is less shall be reimbursed on monthly basis to Principal. Amount paid for purchase of mobile handset shall not be entitled for reimbursement.
- xxvi) Payment of electricity bills or charges upto to Rs. 50,000/- per month or actual expenditure whichever is less. Water charges upto Rs. 10,000/- per month or actual expenditure whichever is less. Gas refilling charges, expenditure upto Rs. 50,000/- per annum or actual expenditure whichever is less.
- xxvii) Refilling of fire extinguisher.
- xxviii) Expenditure incurred towards Sports and Extra Curricular Activities over and above fees collected.
- xxix) Expenditure incurred towards library and laboratory shall be reimbursed over and above fees collected.
- xxx) Expenditure incurred on Annual Maintenance Contracts (AMCs) maximum upto Rs. 1,00,000/-
- xxxi) Taxes paid to Local Bodies and other statutory taxes, except taxes/fees paid for new construction.
- xxxii) Casual hiring of labourers/daily wage workers.

Kan

B. The following expenditures shall be reimbursed with prior approval of the Directorate of Higher Education:

- i) Expenditure incurred on visiting faculty as approved by the Directorate of Higher Education.
- ii) Expenditure incurred on outsourcing of activities such as Housekeeping, security, maintenance of college garden, botanical garden, herbarium, animal house etc.
- iii) Setting up of smart class room and purchase of equipment for the same like Interactive Board, Interactive Pad, Interactive Podium, Visualizer etc.
- iv) Equipment required for setting up of special Laboratory like IT lab, commerce lab & language lab etc. other than regular science laboratory.
- v) Sports equipment including equipment for setting up of gymnasium.
- vi) Purchase of equipment for automation of the administrative offices
- vii) Purchase of equipment for Drinking water facility
- viii) Purchase of Safety and security equipment like Fire Extinguishers, CCTV installation etc.
- ix) Internet and Wifi on campus with equipment (firewall), wiring, capping and casing, high speed instruments with 20 mbps.
- x) Laptop, desktop, printers and peripherals, stabilizers, UPS and Server.
- xi) ICT equipments like LCD Projectors and Screen.
- xii) Purchase or development of software.
- xiii) Classrooms furniture including Desks, Benches, Tables, Chairs, Green boards, white boards, platforms etc.
- xiv) Replacement of furniture after minimum period of 15 years.
- xv) Air-conditioners.
- xvi) Fax machine.
- xvii) Hiring of Vehicle on regular basis.
- xviii) Public address system with amplifier & speakers.
- xix) Specific equipment required for skill based training.
- xx) Specific equipment required for green initiative, composting, vermi composting, water harvesting etc.



- xxi) Equipment required for setting up of Bio Metric system.
- xxii) Equipment required to set up Incubation Centre.
- xxiii) EPBX Inter com system.
- xxiv) Purchase of e-books, books Reader, e-journals and subscriptions for library.
- xxv) Purchase of LED Display screen, refrigerator, microwave and oven.
- xxvi) Equipment and medical aid required for setting up of Medical Health Centre including stretcher and wheelchair.
- xxvii) Generator, fuel for generator subject to capacity of generator and quota specifically approved by the Directorate of Higher Education.
- xxviii) Purchase of camera, video camera, editing system including software.
- xxix) Expenditure incurred on Annual Maintenance Contracts over and above Rs. 1,00,000/- with proper justification from the College/Institution.



C. The following expenditures/items shall not be reimbursed since not admissible:

- i) Purchase of land.
- ii) Expenditure incurred on new construction.
- iii) Legal charges and fees paid to the Advocate.
- iv) Purchase of bus or any other vehicle.
- v) Construction of compound wall.
- vi) Repairs and renovation of the building except as specified at A(i) of Annexure I.
- vii) Repayment of any loan.
- viii) Penalties, fines and late fees.

