**Statement of Expenditure for the period from:**

**Details of the Small Immediate Need Grants (SING)**

|  |  |
| --- | --- |
| Name of the Awardee |  |
| Name of the Parent Institution |  |
| Name and Affiliation of the Host Collaborator |  |
| Title of SING award |  |
| IGSTC Award Letter No. & Date |  |
| Start Date of the Award |  |
| Tenure |  |

**Details of the Expenditure**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S. No | Budget heads  *(as per the Award Letter)* | Amount sanctioned | Amount received | Expenditure incurred | Unspent balance | Balance to be received/refunded |
| 1 | Heads need to be incorporated |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 | Interest received, if any |  |  |  |  |  |
| **Total** | |  |  |  |  |  |

|  |  |
| --- | --- |
| Total grant sanctioned by IGSTC |  |
| Total grant received from IGSTC |  |
| Total expenditure incurred |  |
| Any interest, if earned |  |
| Unspent/Excess if any |  |

***Note: Travels at actuals and supporting documents to be submitted.***

Awardee Accounts/Finance Officer Institution/Industry (Head)

Signature

with seal & date

GFR 12 – A [(See Rule 256 (2)]

**Utilization Certificate for the period from…………………….**

**for IGSTC grant-in-aid support under Small Immediate Need Grant (SING)**

|  |  |
| --- | --- |
| IGSTC Award Letter No. & Date |  |
| Title of the SING Proposal |  |
| Name of the Awardee with affiliation |  |
| Name of the Parent Institute |  |
| Name and Affiliation of the Host Collaborator |  |
| Purpose & Place of Networking/Conference  (if applicable/undertaken) |  |
| Total amount of sanctioned grant |  |
| Total amount of grant released |  |
| Interest earned from IGSTC Grant, if any |  |
| Total amount available for utilization |  |
| Actual Expenditure incurred |  |
| Balance to be refunded /paid |  |

Certified that out of\_\_\_\_\_\_\_\_\_\_ (amount in INR/Euro) of grant sanctioned towards Small Immediate Need Grants (SING) in favour of \_\_\_\_\_\_\_\_\_\_\_(Institute) vide IGSTC Award /Order No IGSTC/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dated \_\_\_\_\_\_\_\_\_\_, provided for……………………………………. (Purpose) there is an unspent amount available of Rs/Euro…………………… or excess expenditure incurred amounting to Rs/Euro …………………………. The institute has received interest of Rs/Euro …………… from grant released by IGSTC for aforesaid project. The unspent amount of Rs/Euro …………………………… is being refunded to Indo-German Science and Technology Centre (IGSTC) or excess amount of Rs/Euro …………………………. needs to be paid by IGSTC to institute.

Certified that I have satisfied all the conditions on which the grant was sanctioned have been duly fulfilled/are being fulfilled and that we have exercised necessary checks to see that the grant was actually utilized for the purpose for which it was sanctioned. The expenditure has been incurred on various components of the SING project as per the guidelines and terms & conditions of the grants-in-aid laid down in the award letter issued by IGSTC.

Awardee Accounts/Finance Officer Institution/Industry (Head)

Signature

with seal & date