



AICTE-Training programs for Physical Education Trainers/Sport-Games Teachers/Director of Sports

1.1	Objective	
	(a)	To orient the participants to develop physical fitness through mass participation in physical activities.
	(b)	To develop the skill of the participants to involve the masses in traditional sports/games and fun games for physical activity through recreation.
	(c)	To update the participants with modern rules, regulations and techniques.
	(d)	to empower the participants to contribute to sports management and sports technology and to manage mass physical activities for fitness and recreation.
1.2	Eligibility	
		Director of Physical Education / Physical Trainer / Sports Teacher / Faculty designated as Sports Officer or Sports In-charge in AICTE's approved technical institutions.
1.3	Duration/Type/Participants	
		Two weeks residential program with minimum Twenty Five participants.
1.4	Limit of funding	
		Rs. 6.39 lakh per program. 100% amount will be released as an advance. The head-wise bifurcation of expenditure is indicated as per statement attached (Annexure-I).
1.5	Period of completion of Training Programme.	
		The programme will be conducted within six months of receipt of fund from AICTE. If it is not conducted during above period due to any reason, then fund along with interest is to be returned to AICTE.
1.6	Career Advancement Scheme	
		Training Programs for Physical Education Trainers/Sport-Games Teachers/Director of Sports will be considered for Career Advancement Scheme.
1.7	Test and Certificate	
		A test to be conducted at the end of the Program and a certificate to be issued to only those participants who attended the Program and qualified in the test.
1.8	Terms and conditions	
	(a)	Funds once released/sanctioned for organizing the particular topic/ area of program cannot be utilized for any other program
	(b)	In case the event is cancelled, the funds will be returned back to AICTE immediately with interest accrued thereon.
	(c)	Any extra money required to complete the program must be borne by the institute from their own resources. But the quality of the activities should not be compromised.
	(d)	At least 25 percentage of course curriculum should be transacted through resource persons from outside the training institutions. However, Honorarium to Resource Persons (within and outside) including TA/DA shall be restricted Rs. 2.00 lakh.
1.9	Submission of documents by university/institution	

	(a)	<p>The following mandatory relevant documents are required to be submitted by the university/institution within one month of the completion of the program: -</p> <ul style="list-style-type: none"> (i) Original Statement of actual expenditure & Utilization Certificate in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor, alongwith bills/vouchers/invoices. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed and sealed by a Chartered Accountant endorsing the membership number and complete postal address. Photocopies of formats are enclosed. (ii) Feedback forms duly signed by the participants indicating their contact details. (iii) Copy of the proceedings and completion report. (iv) Rail tickets/boarding passes.
	(b)	The amount spent by the institute on the conduct of training program shall be adjusted on the basis of utilization certificate and detailed expenditure statement submitted by the University/Institution on the prescribed format along with above said other mandatory documents.
	(c)	The university/institution is expected to submit the above said mandatory documents viz. Utilization certificate, Expenditure Statement and feedback form etc within one month of conduct of training program. However, delay of further 2 months may be condoned by AICTE in special circumstances as explained by the institute. Delay in submission of documents after three months of the conduct of training program shall invite a penalty of 10% of the total sanctioned amount of the training program, to be deducted from the balance amount of 2nd instalment. The entire amount of grant already released, along with interest accrued thereon shall be refunded to AICTE if mandatory documents are not submitted by the institute beyond one year.
1.10	Program Evaluation Committee (PEC)	
		<p>Program Evaluation Committee (PEC) is required to be constituted at institutional level. The constitution of the PEC shall be as under: -</p> <ul style="list-style-type: none"> (i) Principal/Director/Registrar of the institution (Chairperson), (ii) Coordinator of the program (Member Secretary), (iii) Two HoDs and one subject expert (members). <p>The members of the said PEC shall not be below the rank of Associate Professor. The minutes of the meetings are to be submitted to the Council at end of the program alongwith other mandatory documents.</p>
1.11	GoI GFR rules	
		GoI GFR rules (@ https://doe.gov.in/order-circular/general-financial-rules2017-0) should be followed during utilization of Grant.

**The head wise bifurcation of Expenditure of Rs. 6.39 Lakh under
Sport-Games Teachers/Director of Sports**

Annexure-1

S.No.	Head of expenditure	Rate per head (in Rs.)	Limit of funding (in Rs.)
1.	Boarding & Lodging to the participants	(Boarding + Lodging) @ Rs.500/- 25 participant for 14 days (Rs.500x25x14days)	175,000.00
2.	TA to outstation participants	III AC/Actual Fare @Rs4000/- per participant(Rs.4000x25)	100,000.00
3.	Honorarium to course Coordinator	(lump sum)	25,000.00
4.	Reading material to participants (including reprographic arrangements, office expenses, stationery etc.)	i) @Rs. 500 per person (Rs.500x 25 participant ii) office expenses (lump sum)	12500 + 7500 =20,000.00
5.	Honorarium to Resource Persons (both from within and outside the training institution) including TA/DA as applicable.	Honorarium to resource person @ (Rs. 3000/- per session) (3000x54 =162000) for 54 session + TA @Rs. 2000/- and DA @Rs. 500 Per person for 15 Persons	2,00,000.00
6.	Sports accessories (Track upper and lower, T-shirt)	@Rs. 1600 per participant for 25 participant(1600x25)	40,000.00
7.	Official/ground assistant for 14 days	@Rs, 1000 /-per person for 14 days (1000x14)	14,000.00
8.	Inauguration and valedictory function, certificates, mementoes etc.		40,000.00
9.	Miscellaneous Expenditure		25,000.00
10.	Total Amount in Rs.		6,39,000/-