 **NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR**

 **G.E. Road, Raipur – 492010 (C.G.)**

 Website: [www.nitrr.ac.in](http://www.nitrr.ac.in/), email: dean\_rnc@nitrr.ac.in

No/NITRR/Department Name/Seed Grant/….. Date: …./…../…….

**Financial Approval form for Expenses from Sanctioned Seed Grant Projects**

**Project Title:** …………………………………………………………………………………………………….................................

………………………………………………………………….......................**Project No.** ………………………………………………… **,Name of PI ……………..………………………………………..……Department ………………………………………………….**

**Sponsoring Agency:…………Sanctioned Amount:** ……………………………… **Year of Sanction** ……..….............

**End Date of Project ………………………….Financial Approval Requested:** **Rs** …………………………..…………

Details:

1. Head (Under which amount is requested): …………………………………………......................
2. Fund utilized till date (in the requested head :) ………….......………………….......................
3. Fund Remaining (under the requested head): ……………………………………........................
4. Item description:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Item details | Quantity | Cost per unit | Approx Cost |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
|  Total Amount |  |

  **(PI Name & Signature with Date)**

Enclose. : Copy of budget Sanction Letter, item specification, Detail of Visit for Sample collection.

**Forwarded & Recommended**

**If Equipment Purchase Under Equipment Head: (Tick any one)**

□ The aforementioned equipment is not available in the in the department.

□ The aforementioned Equipment is available in the department but that equipment spare time is negligible.

 **Signature of HOD**

1. Fund availability /unavailability of under the requested head.

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**Accountant**

**Office of the Dean (R&C)**

**Dean (R& C)**

**Director Sir,**