



# RESOURCE MOBILIZATION POLICY



***GOVT. M. H. COLLEGE OF HOME SCIENCE  
AND SCIENCE FOR WOMEN, JABALPUR***

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शासकीय मो.ह.गृह विज्ञान एवं विज्ञान महिला, महाविद्यालय

GOVERNMENT M. H. COLLEGE OF HOME SCIENCE & SCIENCE FOR WOMEN

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## RESOURCE MOBILIZATION POLICY

### INTRODUCTION

Resource mobilization is essential for sustaining and enhancing the services provided by Govt. M.H. Science and Home Science College, Jabalpur. This process involves identifying, acquiring, and efficiently utilizing financial and other resources to support academic, infrastructural, and institutional development. The goal is not only to secure new resources but also to maximize the use of existing ones. Effective resource mobilization ensures that the college can achieve its collective goals, maintain financial stability, and improve educational quality.

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### OBJECTIVES

- **Budget Formulation:** Develop a budget that reflects the college's priorities and ensures financial autonomy.
- **Sustainability:** Ensure long-term financial stability to support ongoing programs and initiatives.

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### RESOURCE GENERATION AND UTILIZATION STRATEGY

#### 1. Internal Funding Sources:

- **Student Fees:** The primary source of income is generated through the fees paid by the students.

## **2. External Funding Sources:**

- **Grants and Rental:** Explore opportunities for obtaining grants and donations from government bodies, private institutions, and alumni.

## **3. Budgeting and Financial Planning:**

- The Principal, in collaboration with the finance team, prepares the annual budget considering both recurring and non-recurring expenditures.
- Heads of departments and coordinators of various cells (Academic, Exam, NSS, etc.) submit their budgetary requirements for the upcoming financial year.
- The Local Managing Committee (LMC/CDC) and the Governing Body (GB) review and approve major financial decisions.

## **4. Utilization of Funds:**

- Funds are allocated to various categories such as Research & Development, Training & Placement, Library, Maintenance, and more.
- The purchasing process is initiated by a Purchase Committee that includes department heads and the account officer, ensuring transparency and competitive pricing.
- Payments are made post-delivery of goods, with strict adherence to the terms and conditions stated in the Purchase Order.

## **5. Financial Transparency and Accountability:**

- All financial transactions are documented with bills and vouchers, and payments are processed only after thorough verification.
- The finance department ensures that all purchases meet the required specifications, and the entire process is monitored by the Purchase Committee and the Principal.
- An internal audit is conducted annually, followed by a financial audit by a Chartered Accountant to ensure compliance and transparency.

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## **IMPLEMENTATION AND MONITORING**

- The Principal and the finance team are responsible for overseeing the implementation of the resource mobilization policy.
- Regular reviews are conducted to assess the effectiveness of resource utilization, and adjustments are made as necessary.
- Continuous efforts are made to explore new avenues for resource generation, ensuring the college's growth and sustainability.

## **RESOURCE MOBILIZATION PROCEDURES**

This policy reflects the commitment of Govt. M.H. Science and Home Science College, Jabalpur, to maintain financial integrity, promote academic excellence, and achieve its long-term goals through effective resource mobilization.

To ensure effective fund mobilization and resource utilization. The institute follows procedure in adherence with the policies of government. It prepares its own strategic plan for judicious utilization of the funds for overall development of the institution. Being a government college the salary and office expenditure is provided by the state government. It also provides budget for infrastructure maintenance which is directly transferred to the State Public Works department.

Department wise annual budget is discussed and finalized in the meeting of Finance Committee. Likewise, budget for sports, Youth festival and Social gathering, remuneration for exams, approval of fees, budget allotment for various schemes etc. is also decided in the meetings with members of different committees. Regulations regarding admission, sports, extracurricular activities and new academic programs are made by Academic Council. It recommends all proposals, academic or administrative to Governing Body and Janbhagidari Samiti. Finance Committee is an advisory body to the Governing Body and it deals with the budget estimation related to the grant received from the State Govt., World Bank, rental income and fees.

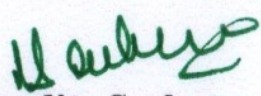
The Governing Body approves proposals recommended by the Academic Council and Finance Committee and functions for the overall

growth of the institution. The budget is optimally utilized by proper planning and strictly observing 'Purchase Rules of Store' specified by the state government.

A purchase committee is constituted to ensure optimal utilization of budget. The college has a mechanism for internal and external audit. External audit is done annually by a Chartered Accountant appointed by the college.

Fund allocated for academic purposes are utilized for conduction of lecture series by subject experts, seminars, webinars, workshop, conferences, educational and industrial visits etc. Physical training, yoga, martial art, sports etc. are carried out from the fund allocated for the same.

The college acquires its fund from grants from government for infrastructure augmentation, renovation, purchase of equipment's. These grants are defined thus utilized likewise. Besides these financial support for skill enhancement activities through Swami Vivekananda Carrier Guidance Cell conduction of career fair, youth festival are also utilize meticulously.

  
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