

AICTE Training And Learning(ATAL) Academy Programme

FORMAT FOR STATEMENT OF EXPENDITURE

AICTE File No.(As in Sanction Order/Letter) :

Title of the Programme :

Name of the Coordinator :

<u>Sanction No. and Date</u>	<u>Grant Sanctioned</u>	<u>Details of expenditure Incurred Itemwise</u>	<u>Amount Rs. (in each head)</u>	<u>No.of Participants</u>	<u>Duration of the Programme (with dates)</u>
		1. Honorarium for Director/Vice-chancellor/Head of Institution. 2. Honorarium to Coordinator Rs.2000/- per day × 5 days 3. Honorarium for experts (Rs.3000 per session for total 14 session). 4. Institutional charges 5. Miscellaneous charges			
		Total			
		Grant Received			
		Balance to be Received			

(1) _____
Name and Signature of Coordinator
with Seal

(2) _____
Name and Signature of
Head of Institution with Seal

(3) Signature (with Seal) of the Finance Officer/
Auditor/Accounts Officer
(If it is Govt./Govt. Aided Institute)

(4) Signature of Chartered Accountant:
Name of Chartered Accountant:
Membership No:
Rubber stamp:
Full Address:
Date:

Note:-If it is more than one page, each page must be signed in all annexure