



ख्वाजा मुईनुद्दीन चिश्ती भाषा विश्वविद्यालय, लखनऊ, उत्तर प्रदेश (भारत)  
Khwaja Moinuddin Chishti Language University, Lucknow, U.P. (India)  
U.P. STATE GOVERNMENT UNIVERSITY.  
(Recognised Under Section 2(f) & 12(B) of the UGC Act, 1956 & H. Tech. Approved by (AICTE))



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## RESOURCE MOBILIZATION POLICY 2023

KHWAJA MOINUDDIN CHISHTI LANGUAGE  
UNIVERSITY, LUCKNOW

*Dr. Negar*  
*Dr. Negar*



## RESOURCE MOBILIZATION POLICY

### 1. INTRODUCTION

Khwaja Moinuddin Chishti Language University implements a transparent and well-organized financial management system. The university's Resource Mobilization policy is designed to attain institutional goals while ensuring accountability and transparency. The administration oversees and monitors the optimal utilization of funds. The primary source of income for the institute is student fees, collected in accordance with the guidelines set by the State fee regulatory authority. Payments are facilitated through online and digital modes.

Additionally, the university mobilizes resources from renowned philanthropists, alumni, and other agencies. Funds are obtained through sponsored projects from the Government of U.P., ICSSR, UGC, as well as faculty-led industry-sponsored projects. Consultancy services and philanthropic contributions also contribute to fund mobilization. Creating and utilizing resources effectively is crucial to fulfilling the university's vision and mission. Resource mobilization encompasses financial resources, material resources, and human resources. The university ensures that different departments receive appropriate resources and funding to meet their specified requirements.

### 2. OBJECTIVES

The policy aims to achieve the following objectives:

- I. Establish a robust financial system for various programs.
- II. Evaluate the university's funding patterns, establish guidelines and strategies for resource mobilization to support the implementation of the University's strategic plan in alignment with its vision and mission.
- III. Address external funding challenges and continually improve internal processes to meet the objectives.
- IV. Diversify and expand the university's resource base to effectively accomplish the objectives, promote overall growth, and ensure accountability and transparency.
- V. Allocate resources efficiently to prioritize program needs, promote quality research, upgrade and maintain infrastructure, in addition to effective budget management.

### 3. RESOURCE MOBILIZATION AND OPTIMUM UTILIZATION OF RESOURCES THE POLICY PARAMETERS

The strategy for Resource Mobilization and Optimum Utilization of Resources includes separate sub-strategies on following parameters:

- 3.1. Mobilization of Financial Resources
- 3.2. Mobilization of Physical Resources
- 3.3. Mobilization of Human Resources
- 3.4. Optimum Utilization of Resources

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### 3.1. MOBILIZATION OF FINANCIAL RESOURCES

In the process of mobilizing financial resources within the university, it is crucial to identify activities that require special financial assistance in both the short and long term. The acceptance of funds will be encouraged, ensuring that the academic interests of the institute are not compromised.

The mobilization of financial resources involves the following steps:

1. The institute actively encourages faculty members to seek grants and enhance research activities. Students are also encouraged to apply for funding for their projects. Research grants are received from various funding agencies, and these funds are spent in accordance with the guidelines provided by the funding agency. The utilization of funds is also subjected to auditing.
2. The institute identifies platforms and opportunities to secure grants from various governmental agencies, aiming to meet the eligibility criteria required for optimal grant acquisition.
3. The institute identifies platforms and opportunities to obtain grants from non-governmental entities, including funding organizations, corporations, philanthropists, and alumni. Efforts are made to establish suitable agreements and collaborations with these entities.
4. Feasibility studies are conducted before initiating new programs, and institutions prioritize the quality of education when considering new program or institution ventures.
5. The annual budget, including revenue, expenditure, and capital, is presented to the finance committee for review and is ultimately approved by the administrative body.

### 3.2. MOBILIZATION OF PHYSICAL RESOURCES

The mobilization of physical resources involves the following steps:

1. The institute's annual budget will be carefully planned to allocate sufficient funds for addressing both its infrastructural and physical development needs, as well as its regular operational requirements.
2. Considering the infrastructural and physical development needs, the institute will actively seek out platforms and opportunities that can provide adequate financial resources to fulfill these requirements.
3. Emphasis will be placed on securing projects and research grants from central and state governmental agencies to meet the institute's physical and infrastructural resource needs.
4. Explorations will be made to attract additional revenue from non-governmental agencies, including funding organizations, corporations, philanthropists, alumni, and other individuals who can contribute towards fulfilling the institute's infrastructural and physical development needs.

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*Doc. Negri*



### 3.3. MOBILIZATION OF HUMAN RESOURCES

The mobilization of human resources involves the following steps:

1. The institution mobilizes its human resources by envisioning, designing, and implementing academic and co-curricular activities that challenge students to realize their full potential.
2. It encourages all staff members to pursue personal and professional growth goals by aligning with their career development needs and discipline-specific aspirations.
3. The institute prioritizes adherence to the norms set by UGC and AICTE to meet the evolving requirements of academic and non-academic human resources.
4. Whenever feasible, the institute will make arrangements to fill the positions left vacant due to the retirement of various employees. This process will be followed to optimize the human resource team in light of the newly available vacancies.

### 3.4. OPTIMUM UTILIZATION OF RESOURCES

Optimum utilization of resources basically involves the following steps:

1. The institute is dedicated to promoting research, development, consultancy, and similar activities involving faculty members at various levels.
2. Faculty members who demonstrate initiative and secure significant grants for research and development activities or for enhancing the institute's infrastructure will be encouraged and rewarded with special incentives.
3. Subject to fund availability, travel grants may be approved for faculty members to present their research papers at national or international conferences in India or abroad.
4. The appointment of well-qualified laboratory technicians and system administrators ensures the efficient utilization of infrastructure.
5. The institute maximizes the use of its physical infrastructure beyond regular university hours for conducting remedial classes, co-curricular and extra-curricular activities, alumni gatherings, and other programs.
6. The institute's infrastructure serves as an examination centre for government and other competitive exams.
7. Funds collected from various sources at a centralized level are deposited and can be utilized after undergoing a thorough auditing process and adhering to established restrictions.
8. Expenditures are categorized into different sections, including infrastructure maintenance, staff salaries, research incentives, seed funding, staff and student welfare, and budgets for events such as the annual day and graduation day.
9. Regular audits are conducted for the institution's accounts, and annual financial statements, including a balance sheet, are prepared. The finance committee and administration thoroughly examine and authorize the annual budget during committee meetings.
10. The different teaching departments and the central level share the available physical and infrastructural resources among themselves.

*[Handwritten signatures]*

*Dr. Nagin*





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11. Academic and non-academic personnel are assigned to different teaching departments and administrative offices based on the evolving needs and structure of the institute.

#### 4. Actions against misuse of funds

The utilization of funds allocated for a specific project will be thoroughly examined to ensure they are appropriately used for their intended purpose. The head of the institution, along with the finance committee, will carefully verify all submitted documents related to this matter. If any discrepancies are found, the staff member or student involved will be asked to provide an explanation, and it will be necessary to resubmit the relevant documents. If the explanation provided is not satisfactory, the case will be referred to a committee for further investigation, and the committee will recommend appropriate actions based on the inquiry's findings. The decision made by the committee will be considered final.

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Dr. Laxmi

Dr. Nayan