**Utilization Certificate**

**For the Financial Year \_\_\_\_\_\_ (*From \_\_\_\_ to \_\_\_\_\_\_\_\_)***

| 1. | Title of the Project / Scheme |  |  |
| --- | --- | --- | --- |
| 2. | Name of the Institution |  |  |
| 3. | Principal Investigator |  |  |
| 4. | Sanction Letter No. and date |  |  |
| 5. | Date of Start of the Project |  |  |
| 6. | Head of account as given in the original sanction letter |  | **Major Head – 2080**  **Minor Head – 004** |
| 7. | Amount brought forward from the previous financial year quoting DRDO letter No. & date in which the authority to carry forward the said amount was given. |  |  |
| 8. | Amount received during the financial year (Please give no. and date of DRDO sanction letter for the amount) |  |  |
| 9. | Amount of interest accrued, if any, from the grants |  |  |
| 10. | Total amount that was available for expenditure (excluding commitments) during the financial year (SL. No 7 +8+9) |  |  |
| 11. | Actualexpenditure(excluding commitments) incurred during the financial year (upto………….) |  |  |
| 12. | Balance amount available at the end of the financial year. |  |  |
| 13. | Unspent balance refunded, if any (Please give details of Cheque No. etc.) |  |  |
| 14. | Amount allowed to be carried forward to the next financial year |  |  |

**Utilization Certificate**

**FY \_\_\_\_\_\_(From \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_)**

1. Certified that sum of Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_was sanctioned as grants-in-aid during the year\_\_\_\_\_\_\_\_\_\_\_ in favour of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Institute) vide DRDO letter No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_.

A sum of *Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_released* vide Letter No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, an amount of Rs. \_\_\_\_\_\_\_\_\_\_\_accrued as interest (if any) during the year and Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on account of unspent balance of the previous year, a sum of Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_has been utilized for the purpose for which it was sanctioned and that the balance of Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_remaining unutilized at the end of the year will be refunded/adjusted toward the grants-in-aid payable during the next year i.e.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Signature of Administra tive

Authority with seal

Date:

Signature of

Accounts/ Finance Officer Date:

Signature of

Principal Investigator Date:

2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Signature of Audit Author ity of Institute

Date: