



**AICTE- Training programs for Physical Education  
Trainers/Sport-Games /Teachers/Director of Sports  
Scheme Document**

<b>1</b>	<b>Objective</b>
	(a) To orient the participants to develop physical fitness through mass participation in physical activities.
	(b) To develop the skill of the participants to involve the masses in traditional sports/games and fun games for physical activity through recreation.
	(c) To update the participants with modern rules, regulations and techniques.
	(d) to empower the participants to contribute to sports management and sports technology and to manage mass physical activities for fitness and recreation.
<b>2</b>	<b>Eligibility</b>
	Director of Physical Education / Physical Trainer / Sports Teacher / Faculty designated as Sports Officer or Sports In-charge in AICTE's approved technical institutions.
<b>3</b>	<b>Duration/Type/Participants</b>
	Two weeks residential program with minimum forty participants.
<b>4</b>	<b>Limit of funding</b>
	Rs. 10 lakh per program. The head-wise bifurcation of expenditure is indicated as per statement attached (Annexure-I).
<b>5</b>	<b>Disbursement of the Funds</b>
	50% of the grant sanctioned shall be released as advance to the institutions and balance will be released on submission of mandatory requisite documents viz. utilization certificate and statement of expenditure duly verified by registered Chartered Accountant, bill/vouchers, feedback forms, copy of proceedings and completion report etc.
<b>6</b>	<b>Career Advancement Scheme</b>
	Training Programs for Physical Education Trainers/Sport-Games Teachers/Director of Sports will be considered for Career Advancement Scheme.
<b>7</b>	<b>Test and Certificate</b>
	A test to be conducted at the end of the Program and a certificate to be issued to only those participants who attended the Program and qualified in the test.
<b>8</b>	<b>Terms and conditions</b>
	(a) Funds once released/sanctioned for organizing the particular topic/ area of program cannot be utilized for any other program
	(b) In case the event is cancelled, the funds will be returned back to AICTE immediately with interest accrued thereon.
	(c) Any extra money required to complete the program must be borne by the institute from their own resources. But the quality of the activities should not be compromised.
	(d) Atleast 25 percentage of course curriculum should be transacted through resource persons from outside the training institutions. <b>However, Honorarium to Resource Persons including TA/DA shall be restricted Rs. 1.25 lakh.</b>
<b>9</b>	<b>Submission of documents by university/institution</b>
	(a) The following mandatory relevant documents are required to be submitted by the university/institution within one month of the completion of the program: - (i) Original Statement of actual expenditure & Utilization Certificate in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor, along with bills/vouchers/invoices. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed and sealed by a Chartered Accountant endorsing the membership number and complete postal address. Photocopies of formats are enclosed. (ii) Feedback forms duly signed by the participants indicating their contact details.

		<p>(iii) Copy of the proceedings and completion report.  (iv) Rail tickets/boarding passes.</p> <p>The 2nd installment of grant shall be released only after the receipt of above said requisite mandatory documents. However, such copies of bills/vouchers/invoices and rail tickets/boarding passes shall be digitized by respective institutions receiving grant and uploaded scanned copies of such bills / vouchers / invoices etc on the portal for availability and view at any point of time.</p>
	(c)	The amount spent by the institute on the conduct of training program shall be adjusted on the basis of utilization certificate and detailed expenditure statement submitted by the University/Institution on the prescribed format along with above said other mandatory documents.
	(d)	The university/institution is expected to submit the above said mandatory documents viz. Utilization certificate, Expenditure Statement and feedback form etc within one month of conduct of training program. However, delay of further 2 months may be condoned by AICTE in special circumstances as explained by the institute. <b>Delay in submission of documents after three months of the conduct of training program shall invite a penalty of 10% of the total sanctioned amount of the training program, to be deducted from the balance amount of 2nd installment. The entire amount of grant already released, along with interest accrued thereon shall be refunded to AICTE if mandatory documents are not submitted by the institute beyond one year.</b>
10	<b>Program Evaluation Committee (PEC)</b>	
		<p>Program Evaluation Committee (PEC) is required to be constituted at institutional level. The constitution of the PEC shall be as under:-</p> <p>(i) Principal/Director/Registrar of the institution (Chairperson),  (ii) Coordinator of the program (Member Secretary),  (iii) Two HoDs and one subject expert (members).</p> <p>The members of the said PEC shall not be below the rank of Associate Professor. The minutes of the meetings are to be submitted to the Council at end of the program along with other mandatory documents.</p>
11	<b>GoI GFR rules</b>	
		GoI GFR rules (@ <a href="https://doe.gov.in/order-circular/general-financial-rules2017-0">https://doe.gov.in/order-circular/general-financial-rules2017-0</a> ) should be followed during utilization of Grant.