

University of Mumbai



Research Project No : 02

NAME OF THE RESEARCHER : SHARADIA SAMEER JAJODIA
LECTURE IN : ENGLISH LITERATURE
AMOUNT SANCTIONED : 40,000/-
CO-INVESTIGATOR :

RefNo. AAMS/ICD/106 of 2021

23rd July, 2021

To,

Hindi Vidya Prachar Samiti`s
Ramniranjan Jhunjhunwala College,
Opp. Railway Station Ghatkopar
(West) Mumbai - 400 086.

Sub: - Minor Research Grant Project.

Sir/Madam,

I am directed to inform you that the said proposal has been considered by the University and the research grant as quoted above is sanctioned to the researcher.

The sanctioned amount will be disbursed in two installments. The first installment of 70% of the sanctioned amount will be disbursed within the month of August. The remaining 30% amount will be disbursed up to 31st December, 2021.

The researcher is expected to spend 30% amount initially from his/her own resources to carry out the work.


Further, I am to inform you that the researcher will have to utilize the 100% sanctioned amount on or before 31st December, 2021, and submit original bills/vouchers of the expenditure alongwith Utilization Certificate duly certified by the Principal/ Director/ Head/Institute/University Department of the College to The Deputy Registrar, Accounts Section, Mahatma Phule Bhavan, Vidyanagari, Kalina Campus, University of Mumbai, Mumbai - 400 098.


The report of the research work carried out by the concerned researcher will have to be submitted to the University on or before 31st December, 2021.

The Principal/Head of the Institute are requested to inform the researcher accordingly and arrange to forward his/her undertaking immediately to enable this office to release first installment of the research grant.

Certified as
TRUE COPY

Yours faithfully,


The Principal
Ramniranjan Jhunjhunwala College,
Ghatkopar (W), Mumbai-400086.


Assistant Registrar

MINOR RESEARCH PROJECT (MRP)

Year 2019-2020

1] Summary of the Expenditure is to be prepared in following Format :-


| Sr. No. | Bill No. | Date | Particulars / Purpose | Amount |
|---------|----------|------|-----------------------|--------|
| 1 | | | | |
| 2 | | | | |

2] Summary of the Expenditure is to be prepared in following Format :-

| Sr. No. | Date | Mode of Travel | Train No./Auto No./ Vehicle No. | Purpose | From | To | Amount |
|---------|------|----------------|---------------------------------|---------|------|----|--------|
| 1 | | | | | | | |
| 2 | | | | | | | |

- 3] Stock Entry is required for purchase of various Items.
- 4] Library Accession Number is required for purchase of Books.
- 5] Utilization Certificate is required.
- 6] Copy of Sanction Letter is required.
- 7] Each bill & Certificate is to be certified by the Principal along with the Stamp
- 8] "Approval Memo/Estimate/Performa Invoice/Quotation" this type of bills are not allowed.
- 9] Revenue Stamp Receipt required for cash payment above Rs.5,000/-
- 10] Receipt for every Bill, Tax & GST invoices
- 11] 70% expenditure should be before 31st August,2021.
- 12] 30% expenditure should be before 31st December,2021.

**Certified as
TRUE COPY**


J/c Principal
Ramniranjan Jhunjhunwala College,
Ghatkopar (W), Mumbai-400086.