



**NATIONAL INSTITUTE OF OPEN SCHOOLING**  
**DIPLOMA IN ELEMENTARY EDUCATION (D.El.Ed.) PROGRAMME**  
**UTILISATION CERTIFICATE OF PRO-RATA GRANT FOR FIRST/SECOND YEAR**

To, \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

S. No	Particulars	No. of persons	Amt received (Rs.)	Amt. spent (Rs.)	Surplus amt. (Rs.)
1.	Total no. of enrolled teacher trainees				
2.	Core staff payment as per pro-				
	a. Study centre Coordinator @Rs. 1500/- per month				
	b. Assistant @Rs. 750/- per month				
	c. Attendant –cum- Sweeper @Rs. 500/- per month				
3.	D.El.Ed. Activity Payments				
	a. PCP I & II				
	b. WBA I & II				
	c. SBA				
	d. TMA I & II				
	e. PT				
3.	Contingency @Rs.100/- per trainee (For 1 <sup>st</sup> Year )				
4.	Contingency @Rs.100/- per trainee (For 2 <sup>nd</sup> Year )				
5.	Bank Interest accrued in the account				
	<b>Total Amount</b>				

Certified that the above statements are correct and genuine. Details of PCP held and acquaintance of payments made. Utilisation Certificate duly signed by the concerned Nodal Officer will be accepted.

Excess amount of Pro-rata grant received is being returned herewith by Bank Draft No.- \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ drawn in favour of Secretary, NIOS payable at Concerned Regional Centre.

Date: \_\_\_\_\_ Seal of Study Centre

Signature of the Coordinator  
Name of the coordinator:  
Study centre Code No.:  
Name and address of the Study Centre

Date: \_\_\_\_\_ Seal of Nodal officer

Signature of the Nodal officer  
Name of the Nodal officer

\_\_\_\_\_  
Name and address of the Nodal officer



**National Institute of Open Schooling**

(An Autonomous Organization under MHRD, Govt. of India)

A-24/25, Institutional Area, Sector-62, Gautam Budh Nagar, NOIDA-201309

**D.El.Ed. Programme**

Proforma for the Budget for 1<sup>st</sup> Year

1. Name , Address & Code No. of Study Centre :
  
2. Bank account no. :
3. Name of the Study Centre Coordinator :
4. Name & Code No of the District :
5. No. of Resource Persons :
6. No. of Supervisors ( one for ten (10) mentors) :
7. No. of Mentors (One for five teachers) :
8. No. of Teacher Trainees :
9. **Remuneration:** :  
**Study Centre Coordinator** :  
(Rs.1500/- per month for -----months)  
**Office Assistant** :  
(Rs.750/- per month for ----- months)  
**Multi Task Staff (MTS)** :  
(Rs.500/- per month for ----- months)
10. TMA Evaluation @Rs.10/- per assignment :
11. **Resources Persons (PCP) 501-505** :  
@Rs.500/- per day per Resource Person (total 15  
days two/four RPs for 1 day Rs.1000/Rs.2000)  
**Total Amount is Rs.15,000/30,000/**
12. **Resource Persons (WBA-I) Resources Persons** :  
@Rs.500/- per day per Resource Person (total 12  
days two/four RPs for 1 day Rs.1,000/2000)  
**Total Amount is Rs.12,000/24,000**
13. **Mentors SBA (@Rs.100/- \* 3 Activities = Rs 300/-** :  
per learner)
14. **Supervisors SBA (@Rs.15/- \* 3 Activities =** :  
Rs. 45/- per learner)
15. Contingency @Rs.100/- per (per Trainee) 1<sup>st</sup> :  
Year
  
- Total (Rs.)** :

Signature of the Coordinator

Signature of the Nodal Officer  
Address:

Date: \_\_\_\_\_ Seal of Study Center

Date: \_\_\_\_\_ Seal of Nodal Agency