|  |  |
| --- | --- |
| **REQUISITION FOR CHANGE OF SANCTIONED FUND BETWEEN  RECURRING AND NON-RECURRING BUDGET HEADS  WITH IN INSTITUTE RESEARCH GRANT (IRG)** | **Form IRG-11** |

1. Name of the PI:

2. Designation:

3. Name of the Department:

4. Project Title:

5. Total Cost of the Project:

6. Details of the fund sanctioned under recurring and non-recurring heads in IRG that is to be changed, with justification:

7. Proposed Modified Budget Particulars (Annexure – I):

                                                                                                         Signature of the PI

Recommendations of the Head of the Department of the concerned

Recommendations of the Associate Dean, R&D

Recommendations of the Dean, R&D

Decision of the Director

**SANCTIONED BUDGET PARTICULARS**

1. **Non-Recurring (e.g. equipment, accessories, etc. with justification)** [add rows, if required]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No | Item | Year 1 | Year 2 | Year 3 | Total |
| **A1:** |  |  |  |  |  |
| **A2:** |  |  |  |  |  |
| **Sub-Total (A = A1 + A2): Rs.** | | | | | |

**B. Recurring**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Expenditure Head | Year 1 | Year 2 | Year 3 | Total |
| **B1:** Consumables |  |  |  |  |
| **B2:** Contingency |  |  |  |  |
| **B3:** Travel |  |  |  |  |
| **Sub-Total (B = B1 + B2 + B3): Rs.** | | | | |

**Grand Total (A + B): Rs.**

**MODIFIED BUDGET PARTICULARS**

1. **Non-Recurring (e.g. equipment, accessories, etc. with justification)** [add rows, if required]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No | Item | Year 1 | Year 2 | Year 3 | Total |
| **A1:** |  |  |  |  |  |
| **A2:** |  |  |  |  |  |
| **Sub-Total (A = A1 + A2): Rs.** | | | | | |

**B. Recurring**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Expenditure Head | Year 1 | Year 2 | Year 3 | Total |
| **B1:** Consumables |  |  |  |  |
| **B2:** Contingency |  |  |  |  |
| **B3:** Travel |  |  |  |  |
| **Sub-Total (B = B1 + B2 + B3): Rs.** | | | | |

**Grand Total (A + B): Rs**