

**UNIVERSITY GRANTS COMMISSION  
SELECTION & AWARDS BUREAU  
35, FERROZSHAH ROAD, NEW DELHI - 110 001**

**FORM FOR SUBMISSION ACCOUNTS OF CONTINGENCY  
GRANTS AND UTILIZATION CERTIFICATE W.E.F. ....**

1. Name of Awardee :
2. Award letter number and date :
3. Name of the scheme under  
which he/she is working :
4. Period to which the accounts of  
Contingency grant relates :
5. Expenditure: From ..... to.....  
Amount.....Dated.....
  - a) Books and allied items :
  - b) typing (tracing and ammonia  
printing) :
  - c) stationery :
  - d) Postage :
  - e) Chemical and electrical goods :
  - f) Travel/field work :
6. Period for which the contingency  
grant is payable :

Certificate that the expenditure of Rs.....  
(Rupees.....) out of the contingency grant of  
Rs..... Sanctioned vide commission letter no. F.....  
dated.....in respect of ..... has been  
utilized for the purpose for which it was sanctioned in accordance with the terms and  
conditions laid down by the University Grants Commission.

**If, as a result of a check or audit objection, some irregularity is noticed at a  
later stage, action will be taken to refund/adjust or regularize the objected  
amount.**

**signature of Awardee**

**Head of Department  
(Seal)**

**Registrar/Principal/  
Director  
(Seal of University/ Institution)**

**N.B: For any correspondence in this regard, the Commission's letter number and date  
may please be quoted without fail.**