

TRAINING PROGRAM BUDGET UNDER ESDP-TRTI FOR BATCH UPTO 35 TRAINEE

Sr. No.	Account Head	Sub-Head	Budget per batch	Remarks on exclusive deployment for TRTI or others
1.	Promotional work and mobilization	Press notes, brochures and advertisement Awareness camps Meetings for selection		Those who have implemented other project, sample copies be sent
2.	Conduct of training	Domain / technical training Soft/entrepreneurship training Courseware and stationery Field /exposure visit etc.		Copy of course material for technical & soft/IT/entrepreneurship be attached List of industries/ places for exposure /field visit
3.	Post training support	Conduct of campus interviews/industry meets Job melas with Govt. entities Follow up/handholding for entrepreneurship support (Bank/DIC etc.)		List of corporate entities List of manpower supporting entrepreneurship, self-employment among trainees
4.	Institutional/Overhead cost	Manpower cost for office management, mobilizers, placement etc. Utility bills Rent, taxes etc.		
5.	Total			

INSTRUCTIONS

1. Budget be prepared by apportioning the costs of resources as per the projects being planned and implemented by Training Institute.
2. In case institute is implementing 2 or more projects funded either by public or corporate authority the details be mentioned in remarks column
3. Manpower costs for those on wage bill and empaneled/guests lecturers be mentioned separately.
4. The maximum overhead cost of 15% allowed as indicated in PPT displayed on website. The outsourcing policy of TI as allowed by TRTI mentioned on slide no. 18 is being understood and followed in the budgetary exercise.
5. Institutes to give Utilization Certificate, undergo financial audit during and after project completion as per suggestions by Accounts Section.

UNDERTAKING

The information furnished, documents submitted and financial figures mentioned is true, correct and as per the skill / entrepreneurship projects implemented by this institute. All existing projects have been considered and costs have been apportioned/shall be apportioned in case institute secures additional sponsorship from other authorities during the implementation of ESDP-TRTI scheme.

Place:

Institute Seal

Name & Designation:

Date:

Signature: