

G-30011/1/2018-IFD(HE)
Government of India
Ministry of Human Resource Development
Department of Higher Education
(Integrated Finance Division)

Dated: the 9th May, 2018

**Subject: Checklist along with proposals for HEFA loan from the Institutes-
reg.**

Proposals for HEFA loan submitted by the eligible Institutes are required to be appraised and approved by the competent authorities in the concerned Ministry / Department keeping in view the provisions in Department of Expenditure O.M. No.24(35)/PF-II/2012 dated 5th August, 2016 as amended from time to time.

2. To facilitate in appraisal of such proposals in IFD, MHRD, it has been decided with the approval of JS & FA, MHRD that the proposals for HEFA loan from the Institutes should be submitted by the concerned Bureau along with **enclosed** checklist.

Encl: as above

Anil Kumar
9/5/18

(Anil Kumar)
Director (Finance)

Copy for information and necessary action to:

All Bureau Heads in Department of Higher Education and Department of School Education(As per list)

Copy for Information to:

- (i) PSO to Secretary(HE)
- (ii) PPS to Secretary(SE&L)
- (iii) PPS to JS&FA

JS (SE-II)

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Check List for the Project for HEFA

SN	Parameter	Details
1	Details of the available Major Infrastructure in the Institute (in Sq. Meters):	
a	Area of Academic Buildings	
b	Area of Residential Buildings	
c	Area of Administrative Buildings	
d	Area of Common Facilities	
e	Area of Hostels	
f	Any other Facility (like- Labs/Research Centres/Guest House etc.)	
2	Basic Details of the Project:	
a	Type of Building	
b	Area	
c	Cost	
d	Capacity	
3	Utilization of Existing Same Type of Building(s)	
a	Area	
b	Capacity in No.	
c	Utilization in No.	
d	% Utilization	
4	Can the existing buildings be utilized for the proposed facility? (Yes/No)	
5	a Number of Students:	
a1	Present	
a2	Projected by the Year	
b	Number of Faculty:	
b1	Present	
b2	Projected by the Year	
c	Number of Non-Faculty Staff:	
c1	Present	
c2	Projected by the Year	
6	User Charges:	
a	Present User Charges from Similar Facilities	
b	Total Estimated User Charges from the Project/Facility	
7	Maintenance Cost	
a	Expected Maintenance Cost per Year	
b	% of Maintenance Cost which will be recovered from the User Charges	
8	IRG Details:	
a	Total Corpus of the Institute	
b	Average IRG for last three years	
c	% of IRG being spent presently for last three years	
d	Principal Amount to be paid to HEFA for loan repayment per year	
9	Internal Rate of Return (IRR) of the Project (Cash Flow Statement to be attached)	
10	Any Commercial Utilization of the Infra Created:	
11	Detailed Justification for the Project:	

[Handwritten Signature]
9/15/2018