



**DR. SUDHIR CHANDRA SUR INSTITUTE OF
TECHNOLOGY AND SPORTS COMPLEX**

540, Dum Dum Road, Suremath, Kolkata- 700074, West Bengal



**Policy for
Non-Govt. Funding**



POLICY TO RECEIVE NON-GOVERNMENT FUNDING

✦ **Applicability:**

Dr. Sudhir Chandra Sur Institute of Technology & Sports Complex is covered by this policy.

✦ **Purpose:**

The goal of this policy is to specify the Sponsorship agreement between the Institute and another entity in exchange for money, commodities, or services to support the Institute's activities. The institute receives a variety of sponsorships for its programmes. Sponsorship is not a grant nor a donation; rather, it is a business arrangement that benefits both the Sponsor and the Institute.

✦ **General Policy:**

- Sponsorships are available at any time throughout the year.
- The Sponsor should be a well-known company whose name and image will help to promote the Sponsored Event.
- All sponsorship applications irrespective of the extent or form of support, must be presented to the Institute via post, Email or in person.
- The Institute will have the authority to refuse applications based on budgetary planning, both short and long term.
- There should be no conflict of interest between the Sponsor and the Institute, or any perceived conflict of interest.
- The Institute will not favor any sponsor from a specific business or sector to the exclusion of its rivals but will make reasonable efforts to provide equal opportunities to all sponsors.
- Through an institutionally specified account, the Institute will receive sponsor funds by on-line transaction, NEFT, cheque, or cash.
- Institute must provide the Sponsor with sponsorship perks related to the event. The Institute and the sponsor shall sign a Memorandum of Understanding.
- The finance committee and the event committee will review the use of funds and the event's success at the end of each event.

Panda
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