



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE PRINCIPAL  
**Maulana Azad College**

8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA  
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## Policy Document on Internal Revenue Generation (IRG)

### 1. Introduction

Maulana Azad College strives for academic excellence and holistic student development. To sustain and improve its infrastructure, services, and academic programs, the college emphasizes internal revenue generation aligned with its mission and values.

This policy defines the objectives, principles, and mechanisms for Internal Revenue Generation (IRG) to ensure financial sustainability with transparency and ethical adherence.

### 2. Objectives

The objectives of this policy are to:

1. Enhance the college's financial resources to improve academic and co-curricular facilities.
2. Promote self-sufficiency in funding for developmental projects and operational needs.
3. Foster collaboration with stakeholders, including alumni, industry partners, and the community.
4. Ensure accountability, equity, and transparency in the revenue generation process.

### 3. Scope

This policy applies to all internal revenue generation activities, including but not limited to:

1. Utilization of college infrastructure for conducting examinations and providing related services.
2. Offering consultancy services, workshops, and training programs.
3. Collaboration with industry, government, and non-governmental organizations (NGOs).
4. Research grants, endowments, and sponsorships.
5. Alumni contributions and donations.
6. Skill development programs and certificate courses.

### 4. Guiding Principles

1. **Academic Prioritization:** Revenue generation activities should not compromise the academic integrity and primary mission of the college.
2. **Compliance:** All revenue generation activities must comply with government regulations, university guidelines, and institutional ethics.
3. **Transparency:** The processes for revenue collection, allocation, and utilization must be transparent and subject to regular audits.
4. **Inclusivity:** Ensure equitable access to programs and facilities supported by internal revenues.
5. **Sustainability:** IRG initiatives should be designed to provide long-term benefits to the institution.


### 5. Mechanisms for Revenue Generation

#### 5.1. Academic Programs and Services

- Offering examination-related services, including invigilation, question paper setting, and result analysis.
- Providing consultancy services to industry and government.
- Organizing short-term and certificate courses.
- Conducting professional development workshops and training programs.

#### 5.2. Facility Utilization

- Renting out auditoriums, conference rooms, classrooms, and laboratories for external academic or professional use.

  
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### 5.3. Research and Development

- Securing grants from research funding bodies.
- Partnering with industries for sponsored research projects.
- Securing funds from Overhead of research projects.

### 5.4. Alumni Engagement

- Establishing an Alumni Fund for contributions and sponsorships.
- Organizing fundraising events and initiatives through the alumni network.

### 5.5. Donations and Endowments

- Encouraging philanthropists, corporates, and NGOs to contribute to college development.
- Naming rights for facilities and endowment funds.

### 5.6. Other Initiatives

- Hosting community-centric programs and cultural events with ticketed entry.
- Operating a campus store or canteen for revenue generation.
- Providing consultancy services and conducting professional examinations.

## 6. Sources of Internal Revenue


### 6.1. IGNOU Collaboration (Study Center Operations)

- **Current Fund Source:** Maulana Azad College is an existing partner of IGNOU, offering a variety of distance education programs to a broad spectrum of students.
- **Revenue Model:** Funds are generated through student enrollment fees, examination fees, and course fees.
- **Management and Utilization:**
  1. **Program Expansion:** The College will continue to expand its partnership with IGNOU by introducing additional programs based on student demand and academic strengths.
  2. **Infrastructure Allocation:** Funds received from IGNOU will be allocated to maintaining and upgrading infrastructure such as dedicated classrooms, online learning facilities, and administrative support systems for the smooth delivery of IGNOU programs.
  3. **Faculty Development:** A portion of the revenue will be used to train faculty members who are involved in teaching IGNOU courses, ensuring they remain updated with the latest teaching methodologies.
- **Key Actions:**

Continue to strengthen the relationship with IGNOU through periodic meetings and reviews.  
Conduct regular assessments of existing IGNOU programs and introduce new ones based on emerging trends and student demand.  
Maintain detailed records of student enrollments, course offerings, and financials related to IGNOU activities.

### 6.2. MPLAD Funds (Member of Parliament Local Area Development Scheme)

- **Current Source of Funds:** Maulana Azad College has successfully sourced funds from the MPLAD scheme for local development projects related to education which are as follows:
  - Construction of Girls Hostel of Maulana Azad College: Rs. 60,00,000/-
  - Construction of New Class Rooms & Central Instrumentation Lab. at Existing Campus: Rs. 15,00,000/-

  
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- Purchase of (5) Desktop Computers and (2) Printers for Benefit & Development of Students: Rs. 2,50,000/-
- Construction and Furnishing of Students' Canteen, Staff
- Canteen & Students' Common Room (Both Boys & Girls): Rs. 25,00,000/-
- **Revenue Model:** MPLAD funds are typically used for specific educational projects, infrastructure improvements, or student welfare initiatives.
- **Management and Utilization:**
  1. **Project Prioritization:** Funds from MPLAD will be utilized for high-priority infrastructure and community development projects, including the construction of new classrooms, sports facilities, and campus beautification.
  2. **Student Support Initiatives:** Funds will be allocated to provide scholarships, financial assistance, and other student welfare programs targeting underprivileged students.
  3. **Community Engagement:** MPLAD funds may also be used for outreach programs that benefit the local community, such as awareness campaigns, workshops, and skill development initiatives.
- **Key Actions:**
  - Submit regular project proposals to the local MP for continued funding.
  - Ensure transparency by providing detailed reports on MPLAD fund utilization and project outcomes.
  - Develop a long-term vision for MPLAD-funded projects, ensuring sustainability and lasting impact.

### 6.3. Consultancy Services

- **Current Fund Source:** Faculty members at Maulana Azad College have engaged in consultancy services with various governmental and private sector organizations, generating revenue.
- **Revenue Model:** Revenue is earned through fees for consultancy projects, research collaborations, and industry partnerships.
- **Management and Utilization:**
- **Strategic Consultancy Growth:** The College will continue to build on its existing consultancy engagements by identifying new sectors and organizations that require academic expertise, including areas like data analysis, policy research, training, and development.
- **Revenue Allocation:** Consultancy revenue will be used to support research initiatives, academic development programs, and provide incentives for faculty involved in these projects.
- **Institutional Strengthening:** A portion of consultancy funds will be used to enhance institutional capabilities, including the development of research labs, libraries, and faculty development initiatives.
- **Key Actions:**
  1. Establish a formal Consultancy Cell within the College to streamline and manage consultancy projects.
  2. Promote faculty expertise and achievements through institutional channels to attract new consultancy opportunities.
  3. Ensure proper legal agreements and transparency in the financial handling of consultancy projects.



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#### 6.4. CSR (Corporate Social Responsibility) Funding

- **Current Fund Source:** Maulana Azad College has already received CSR funding from corporate organizations, contributing to infrastructure development, research funding, and student support programs.
- **Revenue Model:** CSR funding is used for projects that align with corporate partners' CSR priorities, such as education, health, environmental sustainability, and community development.
- **Management and Utilization:**
- **Focused CSR Projects:** CSR funds will be utilized for student scholarships, community welfare initiatives and environmental sustainability projects.
- **Collaborative Partnerships:** The College will seek to build long-term partnerships with corporate organizations, aligning CSR projects with the College's strategic goals.
- **Impact Measurement:** Clear, measurable outcomes of CSR-funded initiatives will be reported to corporate partners to maintain transparency and build stronger relationships.
- **Key Actions:**  
Create a dedicated CSR Liaison Office to facilitate engagement with corporate partners.  
Develop detailed project proposals that align with the CSR goals of potential corporate donors.  
Ensure regular reporting on the use of CSR funds and the tangible benefits derived from these contributions.

#### 7. Governance and Administration

- A dedicated committee will oversee all IRG activities. Members will include the Principal, senior faculty members, administrative staff, and external experts as required.
- Roles and Responsibilities:  
Principal: Provide overall leadership and approval for major IRG initiatives.  
RGC: Plan, implements, and monitor IRG activities and ensure compliance with policy guidelines.  
Audit Team: Conduct regular audits of IRG funds and report findings.

#### 8. Utilization of Revenue

Revenue generated internally will be utilized for:


1. Improving academic infrastructure, such as laboratories, libraries, and IT facilities.
2. Supporting student scholarships and financial aid programs.
3. Enhancing faculty development and training initiatives.
4. Upgrading campus amenities and services.
5. Funding research and innovation projects.
6. Organizing student-centric co-curricular and extracurricular activities.

#### 9. Ethical Considerations

- All IRG activities must adhere to the college's code of conduct and avoid conflicts of interest.
- The dignity and mission of the institution must not be compromised in pursuit of revenue.
- Environmental sustainability should be prioritized in all revenue-generating initiatives.

#### 10. Review and Amendment

This policy will be reviewed periodically to incorporate changes in regulations, institutional priorities, or stakeholder feedback. Amendments, if any, will be approved by the college's Governing Body.

  
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