

## **Instructions for schools for submitting the Utilization Certificate on AIM Portal under The Atal Tinkering Lab programme**


The clause 4.3 (iv) of the Memorandum of Agreement (MoA) signed between each school and NITI Aayog states that:

*The grant-in-aid being released should be exclusively spent on the specified purpose for which it has been sanctioned within the stipulated time. The school will be required to submit Fund Utilisation Certificates (UCs) for the grant-in-aid at the end of each financial year as well as at the time of seeking further instalments of the grant-in-aid, if any.*


Hence, it is mandatory for all the funded schools to submit the Utilization Certificate for the grant-in-aid under the ATL programme separately for each financial year, to ensure the suitability for next tranche of grant disbursement

AIM, NITI Aayog has provisioned the Utilization Certificate upload facility in the already existing ATL Tranche II portal.

1. Please go to the [http://aimapp2.aim.gov.in/atl\\_tranche\\_document2019/index.php](http://aimapp2.aim.gov.in/atl_tranche_document2019/index.php), available on the AIM website. The home page will open after clicking on the link

 ATAL INNOVATION MISSION

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 **NITI Aayog**  
(National Institute for Transforming India)  
Government of India

WELCOME TO AIM- ATL TRANCHE-II & UC DOCUMENT PORTAL

Login

Enter Email Id *	<input type="text"/>
Enter Unique Code / ATL Code *	<input type="text"/>
Select Application *	<div style="border: 1px solid #ccc; padding: 2px;"><span style="font-size: small;">Select Application</span> <span style="background-color: #00a651; color: white; padding: 2px;">Select Application</span> <span>Tranche II Portal</span> <span>Utilization Portal</span></div>
Enter Captcha Code :	<input type="text" value="2df54"/>
<input type="button" value="Submit"/>	

2. Kindly use official email ID of the school and ATL unique code of school. Select the 'Utilization Portal' option from the available drop-down and login.
3. All schools are required to upload separate Capital Expenses and Operational Expenses UCs on the AIM portal, for each year separately starting from the year the Tranche I of grant-in-aid was released for the school. If NO expenditure is incurred during the year, the NIL UC may be submitted.
4. The **Utilization Certificate(s)** submitted by the school should be duly signed by the Head Master/ Principal of the School and verified by the Finance/Accounts representative of the school.

5. The Performa of Utilization Certificate is available on the Tranche II portal at [http://aimapp2.aim.gov.in/atl\\_tranche\\_document2019/download/Form%20GFR%2012-A%20Utilisation%20Certificate.pdf](http://aimapp2.aim.gov.in/atl_tranche_document2019/download/Form%20GFR%2012-A%20Utilisation%20Certificate.pdf) as 'Form GFR 12-A Utilisation Certificate'
6. Total amount of grants received, expenditure and the Unspent Balances of Grants received and any amount earned as Interest should be clearly indicated in the relevant column of UC. The whole amount of grant and expenditure against the grant should be shown in the column for **Grants-in-Aid General** only.
7. The expenditure reflected in the UC should match with the expenditure reflected in EAT Report 02 of PFMS.
8. The amount of expenditure under the "Capital Expenses" and "Operational Expenses" under different components shall be indicated in a separate statement to be annexed with the UC.
9. For any query or assistance kindly write to us at [ATL Query Resolution Portal](#). We will respond as soon as possible.

**Note:** Schools can apply for Tranche II of grant-in-aid using the available drop-down on the portal. The detailed guidelines for applying for tranche II are available at: [http://aimapp2.aim.gov.in/atl\\_tranche\\_document2019/download/ATL%20Tranche%20%20-%20Guidelines.pdf](http://aimapp2.aim.gov.in/atl_tranche_document2019/download/ATL%20Tranche%20%20-%20Guidelines.pdf)