



Indian Institute of Technology, Kanpur  
Students' Gymkhana  
President | Pratyush Rai



Conclusive Remarks for CoFA(J) held on 23rd July (11:30 pm to 4:30 am of the next day) and 24th July (10 pm to 1:30 am of the next day)

1. 50% of the Total budget will be collected upfront (prefest).
2. The buffer amount will be 5% of the pre fest collection and 15% of the post fest budget collection.
3. Requests for waiving the rent of the VH and Auditorium will be sent upfront (prefest)
4. The deadline for submitting all the bills for Antaragni and Udghosh will be 31st December of the year and for Techkriti it shall be 31st May of the year. This deadline will be mentioned in all the tenders being signed. No bill submitted after that will be paid. Bills under 25000 may be received after that, for there is no legally binding way of imposing the fine on these vendors.
5. Empanelment of three vendors for taxi Services will be done every year in August. The Festival teams will have to choose to opt for one of these 3 vendors. Whenever the Taxi service is being used it pre-fest, it will be informed via the taxi portal. During the fest all the taxis going out of the station will be informed by the means of the portal. (It was discussed that similar empanelment may not be feasible for printing / bedding)
6. The rental rates of the common rooms of the halls will be fixed on electricity consumption of the area. Some security money will be taken from the team that won't be returned if any damage is done.
7. Prize would be locked down and its splitting would be fixed, which would be mentioned in the pre-conduction report and shall be announced to the public beforehand .
8. Prize money of all the results announced till 5pm of the last day will be distributed during Antaragni, with cooperation from the DOSA office. For events whose results are declared later, the prize money will be distributed within 2 weeks. If due to whatever reasons, the prize money is not distributed within 14 days, whenever the requisite amount of money comes it will be locked down by the Gymkhana. [The same is not feasible for Techkriti.]
9. It would be requested to the institute that the TDS amount received from the previous years fests will be used as a corpus amount in case of a deficit.
10. The teams will employ more workers to reduce the need of volunteers.
11. Stock entry of the expenditure would be maintained (on the lines that is being done for Students' Gymkhana). The entry shall be cleared within 1-working day by Gymkhana Office / Finance Convener.
12. Buffer to be maintained (as per the point mentioned above) and in case of any need for utilization of the buffer amount, the team would be required to present the reasons to the President, who shall take the final call.



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13. Vendor details to be mentioned while disbursing the budget amount and for any increase above 7.5% of the mentioned amount then the team needs to give an explanation to the Senate for the same.
14. Appeal can be made in case of an accidental situation (act of god) to a committee [tentatively comprising of the President, DoSA, FAC Chairman, General Secretary, ADSA]; which will provide its recommendation to the Director based on the inputs provided to it by the Festival Coordinator.
15. Additional deficit (in case if any), will be covered entirely by the Core Team [Heads and Festival Coordinators]
16. Corpus slab conditions to be brought forth by all the festivals -
  - a. Antaragni
    - i. < 3 lakh corpus -- 15%
    - ii. 3 - 6 lakh corpus -- 17.5%
    - iii. > 6 lakh corpus -- 20%
  - b. For Udghosh and Techkriti (it has been recommended that they bring forth a model on similar lines).