To

ALL NGOs/VOs
(As per list enclosed)

Subject: Processing of proposal of NGOs/VOs through on-Line Processing System under the scheme of "Grants-in-Aid to Voluntary Organizations working for the Welfare of Scheduled Tribes (STs) for the year 2017-18 and onwards—regarding.

Sir/Madam,

I am directed to refer to this Ministry’s communication of even number dated 28.06.2017 (copy enclosed) on the above mentioned subject and to say that this Ministry has developed online portal for processing of NGOs/VOs cases. The URL of the portal is www.ngograntsmota.gov.in. A copy of the user manual is enclosed herewith.

2. All NGOs/VOs are requested to forward the proposals of NGOs/VOs for the year 2017-18 through the online processing portal using the above URL. The mail ID for any technical assistance is ngogrants-tribal@nic.in.

3. The manual applications of NGOs/VOs for release of grants for the year 2017-18 and onwards would not be entertained.

Yours faithfully,

(Reema Sharma)
Under Secretary to the Govt. of India
011-23387187

Encls: As above.

Copy to: (i) PS to MTA/MoS(TA)
(ii) PPS to Secretary (TA)
(iii) PS to JS(A)/PPS to JS(VKT)
(iv) Director (NIC), MoTA for uploading on Ministry’s website.
To

The Principal Secretary/Secretary,
SC & ST Development Department.
All States and UT Governments
(As per list enclosed).

Subject: - Processing of proposal of NGOs/VOs through the On-Line Processing System under the scheme of “Grants-in-aid” to Voluntary Organizations working for the Welfare of Scheduled Tribes (STs) for the year 2017-18 and onwards – regarding.

Sir/Madam,

I am to directed to refer to NITI Aayog’s D.O. Letter No. M-11/16(1)/2017-VAC dated 12.06.2017 (copy enclosed) wherein it is stated that all Ministries/Departments have to develop IT Application/Portals for processing of proposals for sanction/release of grants to NGOs. Application from the NGOs/VOs for grants shall not be processed in manual mode with effect from 01.04.2017.

2. The Ministry of Tribal Affairs is implementing NITI Aayog’s instructions and developing IT Application/Portals for processing of proposals for sanction/release of grants to NGOs/VOs for the year 2017-18 and onwards.

3. The State Governments are, therefore, requested that the NITI Aayog’s instructions may kindly be strictly complied with and the manual applications of NGOs/VOs under respective jurisdictions for release of grants may not be recommended/forwarded to the Ministry for the year 2017-18 and onwards. Requisite IT Application/Portals software is being developed by the Ministry and will be functional soon.

4. This has the approval of the Competent Authority.

Encl.: As above.

Yours faithfully,

[Signature]
(Shyla Titus)
Deputy Secretary to the Govt. of India
Tele: 011-2338 3965

Copy to:
1. PS to MTA/MoS (TA)
2. PPS to Secretary (TA)
3. All NGOs/VOs
5. MD, TRIFED/CMD, NTFDC (including all its Regional Offices)
6. Director (NIC), MoTA for uploading on Ministry’s website.
User Manual

(for NGO Users)

NGO Grants Online Application and Tracking System

URL: http://ngograntsmota.gov.in

Ministry of Tribal Affairs

Application Designed and Developed by

NIC Cell Ministry of Tribal Affairs
NGOs seeking Grants in Aid for the projects / schemes running under the Ministry of Tribal Affairs can apply online on [http://ngograntsmota.gov.in](http://ngograntsmota.gov.in)

**Registration on the Portal**

i. New NGOs have to register first on the NGO’s portal. Click ”Register Your NGO” option provided at the left bottom of the homepage.

ii. During online registration, NGOs will enter User ID and Password of their choice and will use the same while using the portal.

iii. NGO must strictly follow instructions for valid characters to be used in user ID and password.

iv. NGOs will have to enter basic NGO details, Registration details, Sectors/schemes/projects, achievements, contact details etc.
v. After submission of necessary details of NGO, following message will show: “Successfully Registered. Your NGO ID is Xyz12@3”.

vi. Now NGO user can login to the portal with the help of User login/ password as were submitted during NGO registration.