



F.No.22033/01/2014-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110001
Dated: 19.6.2014.

To

The Pay and Accounts Officer,
Ministry of Tribal Affairs,
Shastri Bhawan,
New Delhi.

Subject: Grant-in-Aid as non-recurring expenses for setting up of new project of Residential School (Secondary) for 100 ST students at Jhajara, Block Sahaspur, Distt. Dehradun, Uttrakhand to Information Technology Institute for the Tribes of India, P.O. Jhajra, Premnagar, Dehradun, Uttrakhand towards full & final Instalment (non-recurring) for the year 2013-14 during the current financial year 2014-15.

Sir,

I am directed to refer to Letter No. 235/GOI/XVII-1/2013-12(01)/2013 dated 22nd October, 2013 from the Government of Uttrakhand and to convey the sanction of the President of India for non-recurring Grants-in-aid of Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand only) towards full & final Instalment for the year 2013-14 during the current financial year 2014-15 as per details of Expenditure enclosed as Annexure-I, after adjusting Rs.NIL on account of unspent balance to Information Technology Institute for the Tribes of India, P.O. Jhajra, Premnagar, Dehradun, Uttrakhand under the scheme of Grants-in-aid to voluntary organizations working for the welfare of scheduled tribes. No utilisation certificate is due for rendition. The list of documents to be maintained as per GFR is indicated in Annexure-II.

2. **Time Limit:** The provisional utilization Certificate for non-recurring grant sanctioned during the current financial year 2014-15 for the year 2013-14 shall be submitted within three months. The audited statement of Accounts alongwith utilization certificate will be submitted by the grantee institution/organisation to the Ministry within 6 months after the release of grant.

3. The accounts of all grantee Institutions/organizations shall be open to inspection by the sanctioning authority and audit, both by the Comptroller and Auditor-General of India under the provision of CAG (DPC) Act 1971 and internal audit by the Principal Accounts Office of the Ministry or Department, whenever the Institution or organization is called to do so.

4. The members of the executive committee of the grantee organisation should execute bonds in a prescribed format that they themselves jointly and severally:-

(a) abide by the conditions of the grants-in-aid by the target dates, if any, specified therein; and

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Ministry of Tribal Affairs
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New Delhi

- (b) utilize the grants for the purpose for which it has been sanctioned and not divert the grants or entrust execution of the project to any other Institutions(s) or Organisation(s); and
- (c) abide by any other conditions specified in the agreement governing the grants-in-aid.

In the event of the grantee organisation failing to comply with the conditions or committing breach of the conditions of the bond, the signatories to the bond shall be jointly and severally liable to refund to the President of India, the whole or a part amount of the grant with interest at ten percent per annum thereon or the sum specified under the bond.

5. The grantee institutions/organizations shall observe the reservations for Scheduled Caste, Scheduled Tribes and Other Backward Class persons in posts and ~~services under its control~~ on the lines indicated by the Government of India.

6. Institutions/organizations receiving grants should, irrespective of the amount involved, be required to maintain subsidiary accounts of the Government grant and furnish to the Accounts Officer a set of audited statement of accounts. These audited statements of accounts should be required to be furnished after utilization of the grants-in-aid or whenever called for.

7. The accounts of the organisation shall be audited from Chartered Accountants of its own choice.

8. The grantee organisation has submitted utilisation certificate of the earlier grant and no utilisation certificate is pending against the grantee organisation under the scheme.

9. Utilisation certificate in the prescribed form under GFR-19A duly signed by the competent authority relating to previous grants is enclosed herewith.

10. **Refund of Unspent Balance:** The Unspent balance, if any, will be surrendered to the Ministry of Tribal Affairs.

11. **Recurring Grant:** The Unspent Balance from this grant/installment will be adjusted from the subsequent grant.

12. **Salary of Staff:** Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.

13. Other payments with regard to implementation of the project of Rs.10,000/- and above, is to be made through cheques by the implementing agency.

14. The grants-in-aid sanctioned under the scheme is subject fulfillment of following conditions, and the terms & conditions laid down under the scheme, by the Voluntary Organisation(VO)/Non-Governmental Organisation (NGO):-

- a) That the organisation which intends to receive the Grant-in-aid under the Scheme, will fulfill the eligibility criteria as specified in para 2 of the scheme.
- b) The grants can not be claimed as a matter of right, it depends on sole discretion of Government of India depending on the merit of the project.

- k) The organization will not obtain grant for the same purpose/project from any other source, including Government sources. In case, it receives grant for the same project from other sources also, the same will be intimated to Ministry of Tribal Affairs immediately after receipt with proper reference.
- l) The organization will utilize the grants for the purpose it has been sanctioned, and not divert Grant-in-aid or entrust the execution of the project for which grant-in-aid is sanctioned, to another organization or institution.
- m) That if the Government is not satisfied with the progress of the project or considers that the guidelines of the scheme, terms & conditions of the sanction, etc. are being violated, it reserves the right to terminate the Grant-in-aid with immediate effect and also take such other actions as it deems fit with or without prior notice.
- n) At the time of renewal of the project any unspent balance out of this grant shall be adjusted by the Ministry in the subsequent admissible grants due.
- o) No asset acquired wholly or substantially out of this Grant-in-aid will be disposed off or encumbered and or otherwise utilized for any purpose other than that for which sanctioned.
- p) The organization shall maintain a register as per GFR 19 of permanent and semi-permanent assets acquired wholly or in part out of this grant-in-aid. This register shall remain open for inspection to officials from the office of Controller and Auditor General of India, Government of India/State Government/Union Territories. The register shall be maintained separately in respect of this grant and a copy thereof furnished to the Ministry, along with the audited accounts.
- q) The release of the last instalment of the annual grants will be conditional upon the grantee institutions to provide reasonable evidence or proper utilization of instalment released earlier during the year.
- r) The Voluntary Organisation should liaise with District Administration for convergence of other existing services for the welfare of Scheduled Tribes. It should also maintain contact and seek cooperation of local Panchayati Raj Institutions. It should also have institutional arrangements for seeking community participation.
- s) In respect of Voluntary Organizations assisted for running educational institutions like residential schools, non-residential schools etc., the organisation shall make efforts for recognition of school/courses by State Governments.
- t) Provisions of General Financial Rule 211(2)(a) would be applicable where the voluntary organization are being provided assistance for the prescribed amount.
- u) The organization shall appropriately display the boards that should be erected at the project site indicating that the organization is running under the aegis of Ministry of Tribal Affairs, Government of India.



- v) The organisation shall ensure annual inspection of the project within the first quarter of the financial year in the prescribed format from the District Collector/district authorities.
- w) The purchase of non-recurring items i.e. furniture etc. should be made only from authorized dealers at competitive prices and subject to vouchers being produced for inspection.
- x) That the organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- y) That the organisation shall not charge any fees from the beneficiaries.
- z) In case of new projects, the organisation shall intimate this Ministry and the State Tribal Welfare Department about the date of commencement of project and that should be within 15 days from the receipt of funds by the organisation in their bank account.
- aa) The organisation shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants.
- bb) In the event of a Court Case, the organisation shall not be entitled to any grant-in-aid till the matter is pending in the Court of Law; the Ministry shall not be responsible for any legal/intellectual/contractual disputes between VO/NGO and a third party. By accepting the grant, the recipient accepts this condition.
- cc) For all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi.
- dd) The organisation shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.

15. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand only)** for disbursement to the grantee institution through electronic mode of transfer to Information Technology Institute for the Tribes of India, P.O. Jhajra, Premnagar, Dehradun, Uttarakhand in **Account No. 711201010009671 in Vijay Bank, Branch at Mahant Laxman Das Road, Dehradun Uttarakhand and IFSC Code VIJB0007112.**

16. The expenditure is debitable to the Demand No. 97 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities (Major Head): 02-Welfare of Scheduled Tribes (Sub-Major Head), 796- Tribal Area Sub Plans (Minor Head), 09 – Welfare of Scheduled Tribes- Other Expenditure, 05- Grant-in-aid to NGOs for STs including Coaching and Allied Scheme and Award for exemplary service: 09.05.31 Grants-in-Aid General (Plan) for the year 2014-2015.


17. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their **Dy.No. 3003/JS&FA/2014 dated 19.6.2014**. The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

Sh.

2014
 19.06.2014
 Director
 Tribal Welfare
 Ministry of Tribal Affairs
 Government of India
 New Delhi

18. Certified that this sanction has been noted at Sl.No. 18 in the register of grant.

Yours faithfully,


(P.K. Sahoo)

Under Secretary to the Government of India.

Copy for information and necessary action: -

1. The Secretary, Information Technology Institute for the Tribes of India, P.O. Jhajra, Premnagar, Dehradun, Uttarakhand with request to furnish the following documents:-

- (i) A Surety Bond on non-judicial stamp paper of Rs. 20/- (copy enclosed).
- (ii) Bank Authorization Letter in enclosed format.

2. The Director General of Audit, Central Revenue, I.P. Estate, New Delhi.

3. The Secretary, Social Welfare Department, Government of Uttarakhand, Dehradun, Uttarakhand with request to send the inspection-cum commencement report in respect of the project within six months.

4. The Resident Commissioner, Government of Uttarakhand, Uttarakhand Bhavan, New Delhi.

5. IFD w.r.t. their concurrence vide Dy. No. 3003/JS&FA/2014 dated 19.6.2014

6. Bill Copy/Sanction Folder.


7. The District Collector, Distt. Dehradun, Uttarakhand with request to send the inspection-cum commencement report in respect of the project within six months..

8. The District Social Welfare Officer, Distt. Dehradun, Uttarakhand.

9. Chief Controller of Accounts, Ministry of Tribal Affairs.

10. Accountant General, Accountant General's Office, Govt. of Uttarakhand, Dehradun.

11. Director, NIC with request to upload this sanction order on web site of this Ministry.


(P.K. Sahoo)

Under Secretary to the Govt. of India

Annexure-1.

Sanction Order No. 22033/01/2014-NGO

Non-recurring grant for the year 2013-14 for Residential School for 100 ST students

S.No.	Approved items of expenditure as per financial norms (Once in Five year)	Admissible grant for 2013-14 (Amt. in Rs.)
1.	Cooking Vessels and Utensils	15000/-
2.	Furniture @ Rs. 1000/- per student	100000/-
3.	Bedding materials @ Rs. 600/- per student	60000/-
4.	Lab Equipments (Secondary School)	75000/-
5.	Total non-recurring grant	250000/-
6.	Less 10% contribution of NGO	25000/-
7.	Admissible grant (5 minus 6) for the year 2013-14 during the year 2014-15	225000/-



(Signature)
Secretary
Ministry of Education
New Delhi

ANNEXURE-II

LIST OF REGISTER TO BE MAINTAINED

1. Admission Register of students.
2. Attendance Register of Students & Member of the Staff.
3. Stock Register Consumables & Non-Consumable items.
4. Records showing the details of daily consumption of food articles.
5. Register showing issue of medicine to the students and dates of visits of the doctor.
6. Register reflecting issue of uniforms and books or stationery items to the students.
7. Honorarium Payment Register.
8. Bio-data/Personal files of both teaching and non-teaching staff.
9. Stock Register/Ledger and Vouchers Registers.
10. Maintenance of year-wise records of Minutes of the General Body and Managing Committee.

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Ministry of Health & Family Welfare
Ministry of Medical Education
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Govt. of India, New Delhi