

F. No. 22040/30/2012-NGO (Vol. I)-Part (3)

Government of India
Ministry of Tribal Affairs
(NGO Division)

Shastri Bhawan, New Delhi
Dated: 02nd January, 2020

To

The Principal Secretary(s)
Tribal Welfare Department(s)
State Government(s)

Subject: Revision of financial norms under the scheme 'Aid to Voluntary Organisations working for the welfare of Scheduled Tribes' – regarding

Sir / Madam,

Approval of competent authority is hereby conveyed for increase in the financial norms under the scheme of Aid to Voluntary Organizations working for the welfare of Scheduled Tribes by 1.5 times of existing norms for the current fiscal 2019-20 and afterwards. The revised norms, project-wise, are annexed.

Yours faithfully,

Encl. A/a



(Nadeem Ahmad)

Under Secretary to the Government of India

Copy to:

1. All NGOs / VOs
2. Director (NIC), Ministry of Tribal Affairs for uploading the document on website

1. RESIDENTIAL SCHOOL (Calculations for 100 STUDENTS)

S.N.	Particulars	Financial Norms in Rs.	
I	NON-RECURRING (once in five years)		
1.	Cooking Vessels and Utensils		22500/-
2.	Furniture (Rs.1500/- per student)		150000/-
3.	Bedding materials (@ Rs.900 per student)		90000/-
4.	Lab equipment (for Secondary School only)		112500/-
5.	Mini School Bus (Based on Cost at prevailing authorized dealer's rate) (1 No.)		-
6.	Generator (1) (as per Approved Dealer's Rate)		-
II	RECURRING (HONORARIUM)	Rate P.M. per head	P.A.
1.	(i) Head Master/Mistress 1 (Primary School)	7500/-	90000/-
2.	(ii) Secondary School (1)	9000/-	108000/-
3.	Warden (1)	6000/-	72000/-
4.	(i) Teacher i) Primary-(6)	6000/-	432000
5.	ii) Secondary-(8)	7500/-	720000
6.	Peon-(1)	3750/-	45000
7.	Cooks (2)	3750/-	90000
8.	Watchman-cum-generator operator-(1)	3750/-	45000
9.	Office Assistant-cum-Typist (1)	4200/-	50400
10.	Doctor (Part-time)	6000/-	72000
11.	Helper to Cook (1)	2250/-	27000
12.	Aya-(1)	3750/-	45000
13.	Bus Driver (1)	3750/-	45000
14.	Handiman/Cleaner (1)	2250/-	27000
15.	Sweeper (2)	2700/-	64800
16.	Accountant (1)	5250/-	63000
17.	Physical Instructor/Games Teacher (1)	6000/-	72000
III	RECURRING (OTHER THAN HONORARIUM)		
1	RENT OF BUILDING	Rate P.M.	P.A.
	Primary City	15000/-	180000
	Other Towns	11250/-	135000
	Rural Areas	7500/-	90000
	Secondary City	18000/-	216000

	Other Towns	13500/-	162000
	Rural Areas	10500/-	126000
2	(i) Diet charges for 10 months @ Rs.990/- p.m. per student for 100 students	99000/-	990000 (10 months)
3	Clothing (3 Uniform sets per student) @ Rs.1350/- (p.a.)	-	135000/-
4	Medicine per annum	-	15000/-
5	(i) Washing Charges (per student) @ Rs.300/- (p.a.)	-	30000/-
6	(i) Books and Stationery @ Rs.1125/- per student (p.a.)	-	112500/-
7	Excursion per annum	-	30000/-
8	Conveyance and TA for Staff per annum	-	15000/-
9	Water & Electricity charges per annum		22500/-
10	Contingencies / office maintenance per annum	-	22500/-
11	Cooking charges per annum	-	30000/-
12	Audit Fee per annum	-	6000/-
13	Cultural Expenses per annum	-	22500/-
14	POL	3000/-	36000/-
15	Sport & Games Equipment's per annum	-	11250/-
16	Maintenance of Bus after 1st year	1500/-	18000/-

2. NON-RESIDENTIAL SCHOOL (Calculations for 100 STUDENTS)

S.N.	Particulars	Financial Norms in Rs.	
I	NON-RECURRING (once in five years)		
1.	Cooking Vessels and Utensils		15000
2.	Furniture & Fixtures		75000
3.	Lab equipment only for Secondary School		112500
4.	Mini School Bus (as per authorized dealer's rates)		
II	RECURRING (HONORARIUM)	Rate P.M. per head	P.A.
1.	Head Master/Head Mistress (Primary) - 1 Head Master/Head Mistress (Secondary) -1	7500 9000	90000 108000
2.	Teacher (i) Primary (6) (ii) Secondary (8)	6000 7500	432000 720000
3.	Peon-(1)	3750	45000
4.	Part-time Cook (1)	2250	27000
5.	Watchman-cum-sweeper-(1)	3750	45000
6.	Office Assistant-cum-Typist (1)	4200	50400
7.	Part-time Doctor (1)	3000	36000
8.	Driver (1)	3750	45000
9.	Handiman/Cleaner (1)	2250	27000
10.	Accountant (1)	5250	63000
11.	Physical Instructor/Games Teacher (1)	6000	72000
III	RECURRING (OTHER THAN HONORARIUM)		
	RENT OF BUILDING (p.m.)	Rate P.M.	P.A.
	Primary		
	City	13500	162000
	Other Towns	9000	108000
	Rural Areas	6000	72000
	Secondary		
	Class I City	15000	180000
	Other Towns	10500	126000
	Rural Areas	7500	90000
2	Mid-day meal per working day @ Rs.15/- per student for 10 months	33000	330000 (15*100*22*10)
3	Medicines per annum	-	12000
4	Clothing @ Rs.1350/- (3 sets per student) (p.a.)	-	135000
5	Books and Stationery @ Rs.1125/- per student (p.a.)	-	112500
7	Excursion (p.a.)	-	22500
8	Conveyance and TA for Staff (p.a.)	-	9000

9	Water & Electricity charges (p.a.)	-	15000
10	Contingencies/Mis.Expdr./Incl.office maintenance (p.a.)	-	15000
11	Audit Fee p.a.	-	6000
12	Cooking charges (p.a.)	-	12000
13	Cultural Activities p.a.	-	9000
14	Maintenance of Bus after 1st year	1050	12600
15	POL	3000	36000
16	Games & Sports Equipment	-	3750

3. HOSTEL (Calculations for 100 STUDENTS)

S.N.	Particulars	Financial Norms in Rs.	
I	NON-RECURRING (once in five years)		
1	Cooking Vessels and Utensils		22500
2	Furniture & Fixtures		90000
3	Bedding materials per student @ Rs.600/- per student		90000
4	Generator (as per approved Dealer's rate)		
II	RECURRING (HONORARIUM)	Rate P.M. per head	P.A.
1	Warden (1)	6000	72000
2	Part-time teacher (2)	4500	108000
3	Peon-cum-Sweeper (1)	3750	45000
4	Watchman-cum-generator operator (1)	3750	45000
5	Cooks (2)	3750	90000
6	Helper to cook (1)	2250	27000
7	Aya (1)	3750	45000
8	Office Assistant-cum-Typist (1)	3000	36000
9	Part-time Doctor (1)	6000	72000
10	Part-time Accountant (1)	4200	50400
III	RECURRING (OTHER THAN HONORARIUM)		
	RENT OF BUILDING	Rate P.M.	P.A.
	Class I City	15000	180000
	Other Towns	10500	126000
	Rural Areas	7500	90000
2	Clothing (3 Uniform sets @ Rs.1350/- per student) p.a.	-	135000
3	Diet charges @ Rs.990/- p.m. per student for 10 months	99000	990000
4	Medicines p.a.	-	15000
5	Books and Stationery items @ Rs.750/- per student (p.a.)	-	75000
6	Excursion p.a.	-	30000
7	Water & Electricity charges (p.a.)	-	18000
8	Contingencies/Mis.Expdr./Incl.office maintenance (p.a.)	-	15000
9	Audit Fee p.a.	-	6000
10	Cooking charges (p.a.)	-	30000
11	Cultural Activities p.a.	-	15000
12	Conveyance and TA for Staff (p.a.)	-	12000
13	Games & Sports Equipment	-	11250

4. Sponsoring of 15 Tribal Girls from each of the North Eastern States viz. Assam, Meghalaya, Mizoram, Manipur, Nagaland, Tripura, Arunachal Pradesh, Sikkim, and from Andaman & Nicobar Islands and Lakshadweep in Banasthali Vidyapeeth, Banasthali, Rajasthan or any such reputed organization

S.N.	Particulars	Financial Norms in Rs.	
I	NON-RECURRING	-	
	NIL	-	
II	RECURRING (HONORARIUM)	-	-
	NIL		
III	RECURRING (OTHER THAN HONORARIUM)	Rate P.M.	P.A.
	Uniform per student per annum	-	1800/-
	Other Clothings per student per annum	-	1800/-
	Books & Stationery per student per annum	-	1125/-
	Examination Fee per student per annum	-	450/-
	Pocket Allowance per student per annum	-	750/-
	Annual Fee (School & Hostel) per student per annum	-	37500/-
	Travelling Expenses for Students & Escorts per head per annum	-	2250/-
	Mediclaim Policy per student per annum	-	75/-

5. HOSTELS IN LOW LITERACY DISTRICTS
(Calculations for 100 ST girls)
Primary/Middle-Secondary Level

(Rs. in Lakhs)

S.No.	Item of Expenditure	Amount
A	Non-Recurring	
1.	Furniture/equipments including kitchen equipment @ Rs.3750/- per student (once in five years)	03.75
2.	Bedding @ Rs.1125/- per student (once in five years)	01.125
3	Recreation expenditure(T.V./V.C.D./indoor game(once in 5 years)	0.75
B	Recurring	
1.	Rent @ Rs.3.00 per sq. ft. constructed area per month (for 12 months)	01.80 (upper ceiling)
2.	Maintenance allowance including mess charges @ Rs.1125/- per girl student per month*	13.50
3.	3 sets of uniforms per annum @ Rs.1350/- per girl student	01.35
4.	Cash stipend for availing tuition/coaching:	
	a) for primary level student- @ Rs.150/- per girl per month (for 12 months)	01.80
	b) for middle/secondary level student- @ Rs.300/- per girl per month (for 12 months)	03.60
5.	Course books/stationery and other educational material @ Rs.75/- per girl student per month	00.90
6.	Examination fee	00.015
7.	Honorarium to staff:	
	a) Warden-cum-teacher @ Rs.7500/- p.m.	
	b) Accountant (Rs.5250/- p.m.)	
	b) Support staff/residential and multi-functional [peon (Rs.2250/- p.m.), watchman (Rs.2250/- p.m.), 2 cooks (Rs.2250/- p.m. each), helper (Rs.1950/- p.m.), sweeper (Rs.1950/- p.m.)]	03.078
8.	Vocational/skill development training	00.60
9.	Electricity and water charges	00.90
10.	Medical care/contingency @ Rs.1125/- per girl per annum	01.125
11.	Health care (hospitalization, visit of doctors, annual health check up etc.)	00.75
12.	Miscellaneous including toiletries etc.:	
	a) For primary level @ Rs.600/- per annum per student	00.60
	b) For middle-secondary level @ Rs.1050/- per annum per student	01.05
13.	PTAs/Sports function/cultural functions	00.225
14.	Tour/camps	03.00
15.	Incentives to each girl student @ Rs.150/- per month to meet their day to day requirements	01.80

**6. PRIMARY LEVEL EDUCATIONAL COMPLEXES
(SCHOOLING AND BOARDING/LODGING BOTH)
(Calculations for 100 ST girls)**

		(Rs. in Lakhs)
S.No.	Item of Expenditure	Amount
A	Non-Recurring	
1.	Furniture/equipments including kitchen equipment @ Rs.3750/- per student (once in five years)	03.75
2.	Bedding @ Rs.1125/- per student (once in five years)	01.125
3.	Recreation expenditure (T.V./V.C.D./indoor game (once in five years)	0.75
B	Recurring	
1.	Rent @ Rs.3.00 per sq. ft. constructed area per month (for 12 months)	01.80 (upper ceiling)
2.	Maintenance allowance including mess charges @ Rs.1125/- per girl student per month*	13.50
3.	3 sets of uniforms per annum @ Rs.1350/- per girl student	01.35
4.	Cash stipend for availing tuition/coaching @ Rs.150/- per girl per month (for 12 months)	01.80
5.	Course books/stationery and other educational material @ Rs.75/- per girl student per month	00.90
6.	Examination fee	00.015
7.	Honorarium (i) 06-full time teachers @ Rs.7500/- p.m. (ii) Other staff: a) Warden-cum-teacher @ Rs.7500/- p.m. b) Accountant (Rs.5250/- p.m.) c) Support staff/residential and multi-functional [peon (Rs.2250/- p.m.), watchman (Rs.2250/- p.m.), 2 cooks (Rs.2250/- p.m. each), helper (Rs.1950/- p.m.), sweeper (Rs.1950/- p.m.)]	08.478
8.	Vocational/skill development training	00.60
9.	Electricity and water charges	00.90
10.	Medical care/contingency @ Rs.1125/- per girl per annum	01.125
11.	Health care (hospitalization, visit of doctors, annual health check up etc.)	00.75
12.	Miscellaneous including toiletries etc. @ Rs.600 per annum per girl	00.60
13.	PTAs/Sports function/cultural functions	00.225
14.	Tour/camps	03.00
15.	Incentives to each girl student @ Rs.150/- per month to meet their day to day requirements	01.80

7. MIDDLE/SECONDARY LEVEL EDUCATIONAL COMPLEXES
(SCHOOLING AND BOARDING/LODGING BOTH)
(Calculations for 100 ST girls)

(Rs. in Lakhs)

S.No.	Item of Expenditure	Amount
A	Non-Recurring	
1.	Furniture/equipments including kitchen equipment @ Rs.3750/- per student (once in five years)	03.75
2.	Bedding @ Rs.1125/- per student (once in five years)	01.125
3.	Recreation expenditure (T.V./V.C.D./indoor game (once in five years)	0.75
B	Recurring	
1.	Rent @ Rs.3.00 per sq. ft. constructed area per month (for 12 months)	01.80 (upper ceiling)
2.	Maintenance allowance including mess charges @ Rs.1125/- per girl student per month*	13.50
3.	3 sets of uniforms per annum @ Rs.1350/- per girl student	01.35
4.	Cash stipend for availing tuition/coaching @ Rs.300/- per girl per month (for 12 months)	03.60
5.	Course books/stationery and other educational material @ Rs.75/- per girl student per month	00.90
6.	Examination fee	00.015
7.	Honorarium (i) 06-full time teachers @ Rs.9000/- p.m. (ii) Other staff: a) Warden-cum-teacher @ Rs.9000/- p.m. b) Accountant (Rs.5250/- p.m.) b) Support staff/residential and multi-functional [peon (Rs.2250/- p.m.), watchman (Rs.2250/- p.m.), 2 cooks (Rs.2250/- p.m. each), helper (Rs.1950/- p.m.), sweeper (Rs.1950/- p.m.)]	09.738
8.	Vocational/skill development training	00.90
9.	Electricity and water charges	00.90
10.	Medical care/contingency @ Rs.1125/- per girl per annum	01.125
11.	Health care (hospitalization, visit of doctors, annual health check up etc.)	00.75
12.	Miscellaneous including toiletries etc. @ Rs.1050 per annum per girl	01.05
13.	PTAs/Sports function/cultural functions	00.225
14.	Tour/camps	03.00
15.	Incentives to each girl student @ Rs.150/- per month to meet their day to day requirements	01.80

In addition to above, Awards to tribal girls passing class VIII @ Rs.750/- per girl for watches and for girls passing class X @ Rs.1800/- per girl for bicycles (in hilly regions, instead of bicycles, the girls may be provided saving certificates for the same amount). The awards will be given to the actual number of passed students indicated by the organization along with the proposal.

8. TEN OR MORE BEDDED HOSPITAL/DISPENSARY (Calculations for 10 bedded hospital/dispensary)

S.N.	Particulars	Financial Norms in Rs.	
I	NON-RECURRING (once in five years)		
1.	Furniture/Fixtures for Hospital		600000 Ceiling
2.	Hospital Equipments and other accessories		750000 Ceiling
3.	Ambulance (as per Authorized Dealers Rates) (1)	-	
4.	Generator (as per Authorized Dealers)	-	
II	RECURRING (HONORARIUM)	Rate P.M. per head	P.A.
1.	Doctor (Full Time)-2	22500	540000
2.	Visiting Specialists @ Rs. 1500/- per visit and minimum 8 visits per month	12000	144000
3.	Compounder (1)	6000	72000
4.	Dresser (1)	6000	72000
5.	Nurse (2)	6000	144000
6.	Driver (1)	3750	45000
7.	Cook (1)	3750	45000
8.	Helper to Cook (1)	2250	24000
9.	Office Superintendent (1)	5250	63000
10.	Ward Boy (2)	3750	90000
11.	Clerk-cum-accountant (1)	5250	63000
12.	Watchman-cum-generator operator (1)	3750	45000
13.	One Sweeper/Cleaner	3750	45000
III	RECURRING (OTHER THAN HONORARIUM)	Rate P.M.	P.A.
	RENT FOR BUILDING		
	City	18000	216000
	Other Towns	13500	162000
	Rural Areas	10500	126000
2	Drugs for Outdoor patients (p.a.)	-	225000
3	Drugs for Indoor patients (p.a.)	-	375000
4	Contingencies/Mis.Expdr. (p.a.)	-	15000
5	Electricity & Water Charges	9000	108000
6	Audit Fees (p.a.)	-	6000
7	Conveyance / TA for Staff (p.a.)	-	22500
8	Diet for Indoor Patients Rs.75/- per day per inmate	22500	270000
9	Office Expenses (p.a.)	-	27000
10	POL	7500	90000

11	Cooking Charges (p.a.)	-	45000
12	Advertisement and publicity (p.a.)	-	7500

9. MOBILE DISPENSARY

S.N.	Particulars	Financial Norms (in Rs.)	
I	NON-RECURRING (once in five years)		
1.	Furniture and Fixtures		15000
2.	Medical equipments: (ECG, Lab, Equipment for Urine, Stool, Blood tests etc.)		225000
3.	Mobile Van (as per Authorised Dealers rates): (See Note: 1 below)		-
II	RECURRING (HONORARIUM)	Rate P.M. per head	P.A.
1.	Doctor (1)	22500	270000
2.	Compounder/Nurse (1)	6000	72000
3.	Part time Office Asstt-cum-Acctt. (1)	3750	45000
4.	Driver (1)	3750	45000
5.	Helper/Handiman (1)	2250	27000
III	RECURRING (OTHER THAN HONORARIUM)	Rate P.M.	P.A.
	Fuel (POL):		
	(i) Plain areas:	18000	216000
	(ii) Hilly areas:	21000	252000
2	Drugs	-	300000
3	Contingencies/Mis.Expdr.(p.a.)	-	15000
4	Audit Fees (p.a.)	-	6000
5	Maintenance & Repairs of vehicle and medical equipments (p.a.)	-	45000
6	Advertisement & Publicity (p.a.)	-	11250
7	Daily allowance for visiting medical team on duty beyond 16 k..m. from office for whole day @ 7500/- p.m.	7500	90000
