



F.No.22020/01/2018-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110001,
Dated: the 23rd March, 2018.

To

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

Subject: Grant-in-Aid towards **1st Instalment for the year 2017-18** to Adarsh Lok Kalyan 'Alok' Sansthan, 'Alok Sadan', Astha Estate Road, Near RTO Office, Bharhut Nagar, Satna, Pin – 485001, Madhya Pradesh for running & maintenance of ongoing projects of (i) Educational Complex (Primary level) for 150 ST Girls at Village/PO-Karki, Block- Jaisingnagar, District- Shahdol, Madhya Pradesh and (ii) Educational Complex (Primary level) for 150 ST Girls at Village/PO-Giruibadi, Block Jaisingnagar, District-Shahdol, Madhya Pradesh, **on budget estimates basis**, during current financial year 2017-18 under the scheme of "Strengthening Education among Scheduled Tribe (ST) Girls in Low Literacy Districts".

Sir,

I am directed to refer to the recommendation dated 12.02.2018 from the Government of Madhya Pradesh, Social Welfare Department on the subject mentioned above and to convey the sanction of the President of India and to release Grant-in-aid of **Rs.14,84,850/- (Rupees Fourteen Lakh Eighty Four Thousand Eight Hundred Fifty Only)** towards **1st Instalment for the year 2017-18, on budget estimates basis**, during the current financial year 2016-17 as per details of expenditure enclosed at Annexure-I & II, after adjusting unspent balance of Rs. NIL/- to **Adarsh Lok Kalyan 'Alok' Sansthan, 'Alok Sadan', Astha Estate Road, Near RTO Office, Bharhut Nagar, Satna, Pin – 485001, Madhya Pradesh (NGO Darpan Unique ID MP/2016/0099897)** as recurring grant for running & maintenance of ongoing projects of (i) Educational Complex (Primary level) for 150 ST Girls at Village/PO-Karki, Block- Jaisingnagar, District- Shahdol, Madhya Pradesh and (ii) Educational Complex (Primary level) for 150 ST Girls at Village/PO-Giruibadi, Block Jaisingnagar, District – Shahdol, Madhya Pradesh. The last grant for the year 2016-17 amounting to Rs.59,40,857/- was released during the year 2017-18 vide Sanction Order No 22020/03/2017-NGO dated 13.11.2017 by way of reimbursement. Therefore, no utilization certificate is required in terms of Rule 238(3) of the GFRs 2017. No utilisation certificate is due for rendition. The grant-in-aid shall be subject to provisions of GFR-2017 and terms & conditions of scheme. The list of documents to be maintained as per GFR is indicated in Annexure-II.

2. **Time Limit:** - The provisional utilization certificate for recurring grant-in-aid for the year 2017-18 sanctioned during the current financial year 2017-18 shall be submitted immediately after the close of the financial year. The audited statement of Accounts along with utilization certificate will be submitted by the grantee institution/organization to the Ministry within 3 months after the close of the financial year 2017-18.

(रीमा शर्मा)
(REEMA SHARMA)
अवर सचिव/Under Secretary
जनजातीय कार्य मंत्रालय
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
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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 grantee organization has certified that all the terms & conditions incorporated in the last sanction order have been complied with, and if any violation of the conditions comes to the notice of the Ministry, the grantee institution shall be liable for legal action.

5. The members of the executive committee of the grantee organization has executed bond 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;
- (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 organization 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.

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. The audited statements of accounts have been submitted by the organization.

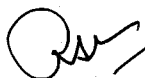
7. The accounts of the organisation for the year 2017-18 shall be audited either by Government Auditor or Chartered Accountants of its own choice.

8. The Unspent balance, if any, will be surrendered to the Ministry of Tribal or may be adjusted from the subsequent grant with the prior approval of the Government.

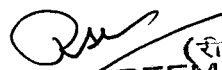
9. Provisions of General Financial Rule 236(2)(i) of GFR 2017 would be applicable where the voluntary organization are being provided assistance for the prescribed format.

10. The grant-in-aid is sanctioned under the scheme subject to fulfillment of following terms & conditions of the scheme by the VO/NGO and the organization has certified that all the terms & conditions mentioned in the last sanction order have been complied with: -

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


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- d) An amount of at least 10% of the total approved expenditure shall be contributed by the Organization from its own resources (if applicable), as soon as the grant from this Ministry is received in their bank account.
- e) That the organisation will confirm in writing to the effect at the beginning of each financial year that the conditions contained in this document and as revised from time to time for the implementation of this scheme are acceptable to it.
- f) That the organization shall maintain a separate account in a Nationalized/scheduled Bank in respect of this grant. All receipts and payments involving Rs.10,000/- and above of the grantee institution must be through cheques only. The grantee institutions are required to submit, at the time of seeking grant for continuation of the project, a copy of bank pass book indicating all transactions made in connection with the running of the sanctioned project. The accounts will remain open for inspection by representatives/officers from the office of Comptroller and Auditor General of India, Government of India, or concerned State Government at any time. The organization shall have the accounts of the grant-in-aid shall be audited either by Government Auditor or Chartered Accountant and supply the copy of the following audited accounts together with utilization certificate, to the Ministry of Tribal Affairs:
- the receipt and payment account of grant-in-aid in question for the year.
 - the income and expenditure accounts of grant-in-aid in question for the year.
 - the balance sheet, indicating assets and liabilities from the grant-in-aid in question.
 - the utilization certificate in prescribed format as per General Financial Rules along with the item-wise break-up.
 - the audited accounts of the organisation as a whole for the year.
- g) The organisation shall submit performance-cum-achievement report(s) every six months on the project for which it received Grants-in-aid in the prescribed format.
- h) That the facilities to be extended with the help of the Grant-in-aid will be available for the welfare of all STs irrespective of creed, religion, colour etc.
- i) 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.
- j) 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.
- k) 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.
- l) 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.


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- m) 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 has been furnished to the Ministry, along with the audited accounts.
- n) The Voluntary Organisation should liase 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.
- o) In respect of Voluntary Organizations assisted for running educational institutions like residential schools, non-residential schools etc., the organisation shall get recognition of school/courses by State Governments.
- p) The organization shall 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, NGO Darpan Unique ID, year if beginning of project, Total project cost borne by MoTA, Location of project, Name of the NGO with its headquarters.
- q) 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.
- r) The purchase of non-recurring items i.e. furniture etc. should be made only reputed dealers at competitive prices subject to vouchers being produced for inspection.
- s) That the organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- t) That the organisation shall not charge any fees from the beneficiaries.
- u) The organization shall not confess or promote any religious/ communal/ fundamentalist/ divisive belief or doctrines with these grants.

The organisation shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.

11. The grants cannot be claimed as a matter of right, it depends on sole discretion of Government of India depending on the merit of the project.

12. 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. For all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi.

13. Rule 87 "Direct Benefit Transfer" of General Financial Rules, 2017, wherever applicable, shall be complied with.



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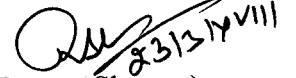
14. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs.14,84,850/- (Rupees Fourteen Lakh Eighty-Four Thousand Eight Hundred Fifty Only)** for disbursement to the grantee institution through electronic mode of transfer Adarsh Lok Kalyan 'Alok' Sansthan, 'Alok Sadan', Astha Estate Road, Near RTO Office, Bharhut Nagar, Satna, Pin – 485001, Madhya Pradesh in Account No. 53052152518 in State Bank of India, Branch IFSC Code SBIN 0030178 directly.

15. The expenditure is debitable to the Demand No. 96 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities: 02-Welfare of Scheduled Tribes (Sub-Major Head), 796 Tribal Area Sub Plans (Minor Head)- 21 Umbrella Programme for Development of Scheduled Tribes: Van Bandhu Kalyan Yojana; 03- Aid to Voluntary Organisations working for the welfare of Scheduled Tribes: 21.03.31 Grants-in-Aid General (Plan) for the year 2017-18.

16. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their **Dy.No.11525/JS&FA/2018 dated 21/03/2018**. The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

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

Yours faithfully,



(Reema Sharma)

Under Secretary to the Government of India

(**रीमा शर्मा**)
(**REEMA SHARMA**)
अवर सचिव/Under Secretary
जनजात विभाग
Ministry of Tribal Affairs

Copy for information and necessary action.

1. The Secretary Adarsh Lok Kalyan 'Alok' Sansthan, 'Alok Sadan', Astha Estate Road, Near RTO Office, Bharhut Nagar, Satna, Pin – 485001, Madhya Pradesh.
2. The Secretary, ST & SC Welfare Department, Government of Madhya Pradesh, Bhopal with the request to inspect the organization and submit an Inspection Report within 6 months).
3. The Director of Audit, Central Revenues, I.P. Estate, New Delhi.
4. Accountant General, Accountant General's Office, Government of MP, Bhopal.
5. The Commissioner, Tribal Development Department, Government of MP, Bhopal
6. Director, TCR&I, Government of MP, Bhopal.
7. The Resident Commissioner, Government of Madhya Pradesh., MP Bhawan, New Delhi.
8. Integrated Finance Division (IFD).
9. Bill Copy/Sanction Folder.
10. Director Tribal Research Institute, Government of MP, Bhopal.
11. The Deputy Commissioner, District-Satna, (Madhya Pradesh).
12. The District Tribal Welfare Officer, District- Satna, (Madhya Pradesh).
13. The Chief Controller of Accounts, Ministry of Tribal Affairs.
14. The Director, NIC, Ministry of Tribal Affairs with request to upload this sanction letter on the website of the Ministry.

ANNEXURE-I

F. No.22020/01/2018-NGO

Organisation: Adarsh Lok Kalyan 'Alok' Sansthan, 'Alok Sadan', Astha Estate Road, Near RTO Office, Bharhut Nagar, Satna, Pin – 485001, Madhya Pradesh
 Project: Educational Complex (Primary level) for 150 ST Girls at Village/PO-Karki, Block- Jaisingnagar, District- Shahdol, Madhya Pradesh

Number of beneficiaries claimed in the organisation-150 ST Girls

No. of students for which grants-in-aid is calculated –150 ST Girls (last year funded)

S.NO	Items of Expenditure	Budget estimates for 2017-18	Admissible grant for 2017-18 for 150 ST Girls
A	Non-recurring		
1	Furniture/equipments including kitchen equipm.ent @ Rs.2500/- per student (once in five years)	375000	0
2	Bedding @ Rs.750/- per student (once in five years)	112500	0
3	Recreation expenditure (TV/VCD/indoor game) (once in five years)	50000	0
Total (A)		537500	0
B	Recurring		
4	Maintenance of Building @ 30% of rent Rs.10000/- pm for rural area (as per norms) (rent assessment certificate at p. /c)	37368	36000
5	Maintenance allowance including mess charges @Rs.750/- per girl student per month (for 10 months)	1125000	1125000
6	3 sets of uniforms per annum @ Rs.900/- per girl student	135000	135000
7	Cash stipend for availing tuition/coaching @ Rs.100/- per girl per month (for 12 month)	150000	150000
8	Course books/stationery and other educational material @Rs.50/- per girl student per month	75000	75000
9	Examination fee @ Rs.1000/-p.a.	1500	1500
10	6 full time teachers @ Rs.5000/- per month	565200	565200
11	Warder-cum-teacher (1) @ Rs.5000/- per month		
12	Accountant (1) @ Rs.3500/- per month		
13	Peon (1)@ Rs.1500/-p.m.		
14	Watchman (1) @ Rs.1500/- per month		
15	Cooks (2) @ Rs.1500/- per month each		
16	Helper (1) @ Rs.1300/- per month		
17	Sweeper (1) @ Rs.1300/- per month		
18	Vocational/skill development training @ Rs.40000/-pa	60000	60000
19	Electricity and water charges @ Rs.60000/- p.a.	60000	60000
20	Medical care/contingency @ Rs.750/- per girl p.a.	112500	112500
21	Health care (hospitalisation, visit of doctors, annual health check-up etc.) @ Rs.50000/-pa	75000	75000
22	Miscellaneous including toiletries etc. @ Rs.400/- per annum per girl	60000	60000
23	PTAs/Sports function/cultural functions @ Rs.15000/-pa	22500	22500
24	Tour/camps @ Rs.200000/-p.a.	300000	300000
25	Incentives to each girl student @ Rs.100/- per month to meet their day to day requirements	150000	150000
Total (B)		2929068	2927700
Grand Total (A+B)		3466568	2927700

Calculation of 1st Instalment for the year 2017-18

Net admissible amount for the year 2017-18

2927700


Less unspent balance

Net admissible grant-in-aid for the year 2017-18 on Budget estimates basis

2927700

25% grant as 1st Instalment for the year 2017-18

731925


 (REEMA SHARMA)
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ANNEXURE-II

F. No.22020/01/2018-NGO

Organisation: Adarsh Lok Kalyan 'Alok' Sansthan, 'Alok Sadan', Astha Estate Road, Near RTO Office, Bharhut Nagar, Satna, Pin – 485001, Madhya Pradesh
 Project: Educational Complex (Primary level) for 150 ST Girls at Village/PO-Giruibadi, Block Jaisinghnagar, District – Shahdol, Madhya Pradesh
 Number of beneficiaries claimed in the organisation-150 ST Girls
 No. of students for which grants-in-aid is calculated –150 ST Girls (last year funded)


S.NO	Items of Expenditure	Budget estimates for 2017-18	Admissible grant for 2017-18 for 150 ST girls
A	Non-recurring		
1	Furniture/equipments including kitchen equipment @ Rs.2500/- per student (once in five years)	375000	0
2	Bedding @ Rs.750/- per student (once in five years)	112500	0
3	Recreation expenditure (TV/VCD/indoor game) (once in five years)	50000	0
Total (A)		537500	0
B	Recurring		
4	Rent of Building @ Rs.10000/- pm for rural area (as per norms) (rent assessment certificate at p. /c)	121968	120000
5	Maintenance allowance including mess charges @Rs.750/- per girl student per month (for 10 months)	1125000	1125000
6	3 sets of uniforms per annum @ Rs.900/- per girl student	135000	135000
7	Cash stipend for availing tuition/coaching @ Rs.100/- per girl per month (for 12 month)	150000	150000
8	Course books/stationery and other educational material @Rs.50/- per girl student per month	75000	75000
9	Examination fee @ Rs.1000/-p.a.	1500	1500
10	6 full time teachers @ Rs.5000/- per month	565200	565200
11	Warder-cum-teacher (1) @ Rs.5000/- per month		
12	Accountant (1) @ Rs.3500/- per month		
13	Peon (1)@ Rs.1500/-p.m.		
14	Watchman (1) @ Rs.1500/- per month		
15	Cooks (2) @ Rs.1500/- per month each		
16	Helper (1) @ Rs.1300/- per month		
17	Sweeper (1) @ Rs.1300/- per month	60000	60000
18	Vocational/skill development training @ Rs.40000/-pa	60000	60000
19	Electricity and water charges @ Rs.60000/- p.a.	112500	112500
20	Medical care/contingency @ Rs.750/- per girl p.a.	75000	75000
21	Health care (hospitalisation, visit of doctors, annual health check-up etc.) @ Rs.50000/-pa	60000	60000
22	Miscellaneous including toiletries etc. @ Rs.400/- per annum per girl	22500	22500
23	PTAs/Sports function/cultural functions @ Rs.15000/-pa	300000	300000
24	Tour/camps @ Rs.200000/-p.a.	150000	150000
25	Incentives to each girl student @ Rs.100/- per month to meet their day to day requirements		
Total (B)		3013668	3011700
GRAND TOTAL (A+B)		3551168	3011700

Calculation of 1st Instalment for the year 2017-18

Net admissible amount for the year 2017-18	3011700
Less unspent balance	0
Net admissible grant-in-aid for the year 2017-18 on Budget estimates basis	3011700
25% of total admissible grant as 1 st Instalment for the year 2017-18	752925

SUMMARY

Sl. No.	Name of Projects	Amount (In Rs.)
1	Educational Complex (Primary) for 150 ST Girls at Karki	731925
2	Educational Complex (Primary) for 150 ST Girls at Giruibadi	752925
Grand Total		1484850


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ANNEXURE-III

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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