



F.No.22011/06/2007-NGO(Vol.I)  
Government of India  
Ministry of Tribal Affairs

By speed post

Shastri Bhawan, New Delhi 110115  
Dated the 01.07.2014

To

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

Subject: Grant-in-Aid as recurring grant for maintenance and running of ongoing project namely Residential School (Primary) for 150 Scheduled Tribe students at Jammalamdugu, District: Kadapa in Andhra Pradesh to Chaintanya Educational and Rural Development Society, D. No. 4/152, Nehru Nagar, Jammalamdugu-51634, District : Kadapa, Andhra Pradesh towards arrear grant as full & final installment for the year 2012-13 on reimbursement basis during the financial year 2014-15.

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Sir,

I am directed to refer to letter No. 7491/GCC.1/2013 dated 04.07.2013 from the Government of Andhra Pradesh, Tribal Welfare Department and to convey the sanction of the President of India to release Grants-in aid of **Rs.20,06,775/-(Rupees Twenty Lakh Six Thousand Seven Hundred Seventy five only)** towards full and final grant for the year 2012-13 on reimbursement basis during the year 2014-15 in favour of Chaintanya Educational and Rural Development Society, Dy. No. 4/152, Nehru Nagar, Jammalamdugu-51634, District: Kadapa, Andhra Pradesh for maintenance & running of ongoing project of Residential School for 150 Scheduled Tribe students. The details of Expenditure as per norms are enclosed in Annexure-I. The grant-in-aid shall be subject to provisions of GFR-2005. The list of documents to be maintained as per GFR is indicated in Annexure-II. The grantee organization has submitted utilization certificate of the earlier grant and no utilization certificate is pending against the grantee organization under the scheme.

2. Grant in aid is being released as reimbursement of actual expenditure hence no Utilization Certificate is required to be submitted.
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

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(P. K. SAHOO)  
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Ministry of Tribal Affairs  
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Accounts Office of the Ministry or Department, whenever the Institution or organization is called upon to do so.

4. The members of the executive committee of the grantee organization 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
- (b) utilize the grants for the purpose for which it has been sanctioned and not divert the grants-in-aid or entrust execution of the project to any other Institutions(s) or Organization(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.

5. The grantee institutions/organizations shall observe the reservations for Scheduled Caste, Scheduled Tribes and OBC 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.

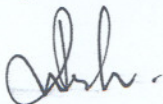
7. The accounts of the organization shall be audited from Chartered Accountants of its own choice.

8. The grantee organization shall not dispose of the assets, acquired wholly or substantially out of Government grants, except those declared as obsolete and unserviceable or condemned in accordance with the procedure laid down in the General Financial Rules, 2005 without obtaining prior approval of the Ministry of Tribal Affairs.

9. Utilization 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.



(प्रमोद कुमार साहू)  
(P. K. SAHOO)  
उप सचिव/Under Secretary  
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Ministry of Tribal Affairs  
सरकार, नई दिल्ली  
India, New Delhi



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: Other payments with regard to implementation of the project of Rs.10,000/- and above, is to be made through cheque 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 Origination (VO)/Non-Governmental Organization (NGO):-

- a) The grant is provided to Voluntary Agencies working in their field of operation. It is an additive funding to their existing efforts based on the discretion of the Government.
- b) The Grant-in-aid may be terminated at any time at the sole discretion of the Government.
- c) The jurisdiction in respect of or arising out of any or all disputes pertaining to the grant-in-aid under the scheme shall alone be of the Courts in Delhi.
- d) The assets acquired for and/on behalf of the Voluntary Organizations out of the grant-in-aid shall be the property of the Government. On termination of grant, the property shall vest in the Social Welfare Department of the State Government/District Collector.
- e) An amount of at least 10% of the total approved expenditure shall be borne by the Organization from its own resources.
- f) The details of funds approved for the financial year in respect of the Voluntary Organizations is enclosed.
- g) The Organization shall confirm in writing that the Terms and Conditions hereof, and the terms & conditions laid down under the scheme are acceptable to it.
- h) The Organization shall also execute a bond in favour of the President of India committing that it shall abide by the Terms and Conditions attached to the grant-in-aid and that in case of failure to abide by the same, it shall refund to the Government the total amount of grant-in-aid sanctioned to it for the purpose with interest thereon at the prevailing rates. In case any fraud or misrepresentation is detected, the organization and its President/Secretary in addition to recovery will also be liable for criminal charges.
- i) The organization shall maintain separate accounts in a nationalized/scheduled Bank in respect of this grant. 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 audited by Chartered Accountant and supply a copy



(Sd/- RAHOO)  
Secretary  
Ministry of Social Affairs  
Govt. of India, New Delhi



of the following audited accounts together with Utilization Certificate, to the Ministry of Tribal Affairs:-

1. The Receipt and Payment Account of grant-in-aid in question for the year.
  2. The Income and expenditure accounts of grant-in-aid in question for the year.
  3. The Balance Sheet indicating assets and liabilities from the grant-in-aid in question.
  4. The Utilization Certificate along with the item-wise break-up.
  5. The Audited Accounts of the organization as a whole for the year.
  6. Auditor's Report.
- j) The organization shall submit to the Ministry of Tribal Affairs every three months, a performance cum achievement report on the project for which financial assistance has been granted.
- k) That the facilities to be extended with the help of the grant-in-aid shall be available for the welfare of all Scheduled Tribes irrespective of creed, religion, color etc.
- l) The organization shall not obtain grant for the same purpose from any other source, including Government sources.
- m) The organization shall utilize the grants for the purpose for which it has sanctioned and not divert grant-in-aid or entrust the execution of the project for which grant-in-aid is sanctioned to any other organization or institution.
- n) That if the government is not satisfied with the progress of the project or finds that the conditions are being violated, it reserves the right to terminate the grant-in-aid.
- o) Any unspent balance out of this grant shall be refunded by the organization immediately after the close of the current financial year unless adjusted by the Government from the subsequent grants due.
- p) No asset made/created wholly or in part from or out of this grant-in-aid shall be disposed off, transferred or encumbered or otherwise utilized for any purpose other than for which sanctioned.
- q) The organization shall maintain a register as per GFR 19 (Performa attached) of permanent and semi-permanent assets acquired wholly or in part out of this grant-in-aid. This register shall remain open for inspection by officials from the office of Comptroller and Auditor General of India, Government of India, or concerned State Government. The register shall be maintained separately in respect of this grant and a copy furnished to the Ministry, along with the audited accounts.



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Ministry of Tribal Affairs  
भारत सरकार, नई दिल्ली  
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- r) The release of the last instalment of the annual grant will be conditional upon grantee organization/institution providing reasonable evidence of proper utilization of instalment released earlier during the year.
- s) Organizations funded for the educational programme shall submit (a) quarterly reports indicating the number of students class wise separately for boys and girls, amount spent on Recurring and Non-recurring items during the period under report, number of students admitted, number of drop-outs if any, amount spent on payment of honorarium and amount spent on food, and (b) Annual report of number of students continuing education after finishing last class of the funded education project.
- t) The organization be funded for the 10 bedded hospital and Mobile Dispensary shall submit a quarterly progress report indicating the number of patients attended, number of patients admitted (name and address) with details of ailments, number of patients to bigger hospital, number of deaths, details of villages visited, purchase and issue of medicines, consumption of petrol, distance covered, amount spent on Recurring and Non-recurring items during the period under report.
- u) The organization running Vocational Training Center shall have to furnish progress report as to the trade-wise number of Trainees admitted, amount spent on Recurring and Non-recurring, amount spent on raw material, amount recouped through marketing of finished articles etc. action taken to give the trainees hands on training and their placement or self employment.
- v) Voluntary organization shall display boards that should be erected at each project site clearly indicating that the organization is running under the aegis of the Ministry of Tribal Affairs, Government of India and indicating the funds received year-wise, for each of the project.
- w) An inspection of the project is conducted within six months.
- x) The purchase of non-recurring items that is furniture etc. should be made only from authorized dealers at competitive prices and subject to vouchers being produced for inspection.
- y) It is ensured that no fee is realized from the beneficiaries.
- z) The organization has to intimate this Ministry, Tribal Welfare Department of the State Government and District Collector about the date of commencement of the project within one month from the issue of the sanction order, pending which no further grant would be considered.
- aa) in case of new projects, the organization 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 organization in their bank account.





bb) That the organization shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants;

cc) In the event of a court case, the organization 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 the VO/NGO and a third party. By accepting the grant, the recipient accepts this condition;

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

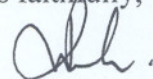
15. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs.20,06,775/- (Rupees Twenty Lakh Six Thousand Seven Hundred Seventy five only)** for disbursement to the grantee institution through Telegraphic/Electronic transfer to namely Society for Chaintanya Educational and Rural Development Society, D. No. 4/152, Nehru Nagar, Jammalamdugu-51634, District : Kadapa, Andhra Pradesh in Saving Bank Account No. 11299994974 State Bank of India Branch at Jammalamadugu, District : Kadapa, Andhra Pradesh, RTGS Code No. SBIN0000977

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: 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 2014-15.

17. The sanction is issued with the concurrence of Integrated Finance Division as communicated vide Dy.No.3251/JS&FA/14 dated 16.6.2014. The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

18. Certified that this sanction has been noted at Sl.No. 19 in the register of grant.

Yours faithfully,



(P.K. Sahoo)

Under Secretary to the Government of India.

(P.K. SAHOO)  
Under Secretary  
Tribal Affairs  
Govt. of India, New Delhi



Copy for information and necessary action.

1. The Secretary, Chaintanya Educational and Rural Development Society, D. No. 4/152, Nehru Nagar, Jammalamdugu-51634, District : Kadapa, Andhra Pradesh
2. The Director of Audit, Central Revenues, I.P. Estate, New Delhi.
3. Auditor General, Accountant Generals Office, Govt. of Andhra Pradesh, Hyderabad.
4. The Secretary, Social Welfare Department, Government of Andhra Pradesh, Hyderabad. (with the request to inspect the organization and submit a Inspection Report within 6 months)
5. The Commissioner, Tribal Development Department, Govt. of Andhra Pradesh, Hyderabad.
6. Director, TCR&I, Govt. of Andhra Pradesh, Hyderabad.
7. The Resident Commissioner, Government of Andhra Pradesh, Andhra Bhavan, New Delhi.
8. IFD w.r.t. Dy.No. 3251/JS&FA/14 dated 16.06.2014.
9. Bill Copy/Sanction Folder.
11. Director Tribal Research Institute, Government of Andhra Pradesh, Hyderabad.
12. The Deputy Commissioner, District-Krishna, Andhra Pradesh.
13. The District Social Welfare Officer, District-Krishna, Andhra Pradesh
14. PPS to Secretary(TA).
15. Chief Controller of Accounts, Ministry of Tribal Affairs, New Delhi.
16. The Director, NIC with the request to upload this sanction letter on the website of the Ministry.



(P.K. Sahoo)

Under Secretary to the Government of India.

Secretary  
Ministry of Tribal Affairs  
भारत सरकार, नई दिल्ली  
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### Annexure-1

**PROJECT NAME-Residential School (Primary) at Jammalamdugu, District Kadapa, Andhra Pradesh.**

No. of students for which grants-in-aid is calculated – 150 ST Students for

RECURRING:

S.NO	Approved items of expenditure as per financial Norms	Expenditure Reported for the year 2012-13	Admissible Grant for 150 STs for the year 2012-13
	<b>Salaries</b>		
1.	Head Master/ Mistress 1 (Primary School) @ 5000/-p.m.	778800	60000
2.	Warden (1) @ Rs.4000/-(pm)		48000
3.	Teacher ( Primary) (5) @ Rs.4000/- p.m.		240000
4.	Peon -(1) @ Rs.2500/-(p.m.)		30000
5.	Cooks -(2) @ Rs.2500/-(p.m.) each		60000
6.	Watchman-cum-Generator Operator (1) @ Rs.2500/-(p.m.)		30000
7.	Office Assistant-cum-Typist -(1) @ Rs.2800/-(p.m.)		33600
8.	Doctor -(Part-time) @ Rs.4,000/-(p.m.)		48000
9.	Helper to Cook (1) @ Rs.1500/-(p.m.)		18000
10.	Aya (1) @ Rs.2500/ p.m.		30000
11.	Sweeper -(2) @ Rs.1800/-(p.m.)		43200
12.	Accountant -(1) @ Rs.3500/-(p.m.)		42000
13.	Physical Instructor /Games Teacher(1) @ Rs.4000/-(p.m.)		48000
<b>A</b>	<b>Total of Salaries</b>	<b>778800</b>	<b>730800</b>
<b>B</b>	<b>Other items payable under scheme</b>		
14.	Rent for Building	180000	120000
15.	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/-each	1230640	990000
16.	Medicine @ Rs.10000/-(p.a.)	15058	15000
17.	Washing Charges (pre student) @ Rs.20000/-(p.a.)	30000	30000
18.	Excursion @ Rs.20,000/-(p.a.)	31200	30000
19.	Conveyance and TA for Staff Rs.10,000/-(p.a.)	10200	10000
20.	Water & Electricity charges Rs.15000/-(p.a.)	15000	15000
21.	Contingencies/office maintenance Rs.15000/-(p.a.)	15150	15000
22.	Cooking Charges Rs.20000/-(p.a.)	0	0
23.	Audit Fee Rs.4000/-(p.a.)	4000	4000
24.	Cultural Expenses p.a. Rs.15000/-	21350	15900
25.	Sport & Games Equipment's 7500/-(p.a.)	6550	6550
26.	Clothing (3 Uniform sets per student) @ Rs.900/-(p.a.)	139500	135000
27.	Books and Stationery: @ Rs.750/- per student	112506	112500
	Total of (B)	1811154	1498950
	Total of (A) + (B)	2589954	2229750
	Less 10% NGO's share		222975
	Net Admissible Grant for the year 2012-13 as full and final installment towards reimbursement of expenditure.		2006775

*[Signature]*