



By speed post

F.No.22011/02/2013-NGO

Government of India
Ministry of Tribal Affairs

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Shastri Bhawan, New Delhi 110115

Dated 16.09.2014

To

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

Subject: Grant-in-Aid to **Sarojini Devi Harijan Mahila Mandali**, 11-10-635/1, Burahanpuram, District-Khammam, **Telangana-507001**, for running & maintenance of ongoing project namely **Residential School** for STs at Mannegudem, Dornakal Mandal, Warrangal District, Telangana, towards full & final instalment **for the years 2012-13 and 2013-14 as reimbursement** of the expenditure, during the year 2014-15.

Sir,

I am directed to refer to letter No.4531/GCC.1/2013-5 dated 18.04.2013 from the Tribal Welfare Department of Government of Andhra Pradesh, and to convey the sanction of the President of India for payment of Grants-in aid of **Rs.23,75,010/-(Rupees Twenty Three Lakh Seventy Five Thousand and Ten only)** towards full & final instalment of 2012-13 and 2013-14 as reimbursement of the expenditure during the year 2014-15 in favour of Sarojini Devi Harijan Mahila Mandali, 11-10-635/1, Burahanpuram, District-Khammam, Telangana, for maintenance & running of ongoing project- Residential School for STs at Mannegudem, Dornakal Mandal, Warrangal District, Telangana. 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. No Utilization certificate is due for rendition.

2. As the Grant in aid is being made as reimbursement of expenditure already incurred on the basis of duly audited accounts, the utilization certificate (UC) will not be necessary for this 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 upon to do so.

(मनीष कुमार साहू)
(P. K. SAHOO)
अवर सचिव/Under Secretary
जनजातीय कार्य मंत्रालय
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

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.

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 cheques by the implementing agency.



(P. K. SAHASRABUDHE)
Under Secretary
Ministry of Tribal Affairs
New Delhi

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 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.



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- 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.
- 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,



(P. N. SAHOO)
Joint Secretary
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Govt. of India, New Delhi

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.

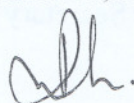
aa) in case of new projects, the organization shall intimate this Ministry and the State Tribal Welfare Department about the date of commencement of project and that should be within 15 days from the receipt of funds by the organization in their bank account.

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.23,75,010/- (Rupees Twenty Three Lakh Seventy Five Thousand and Ten only)** for disbursement to the grantee institution through Telegraphic/ Electronic transfer to namely **Sarojini Devi Harijan Mahila Mandali, Burahanpuram, District-Khammam Telangana**, in Saving/Current Bank Account No.62014646742, State Bank of Hyderabad Main Branch at Khammam, Khammam District, Telangana, MICR Code of the Bank-507004002 and IFSC code SBHY0020161, directly.



(P. K. SAHOO)
Joint Secretary
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16. The expenditure is debitable to the Demand No. 97 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes Scheduled Tribes and other Backward Classes Monitories: 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.2552 /JS&FA/2014 dated 29.08.2014. The pattern of assistance governing grant-in-aid has received the approval of the Ministry of Finance.

18. Certified that this sanction has been noted at Sl.No. 55 in the register of grant.

Yours faithfully,



(P.K. Sahoo)

Under Secretary to the Govt. of India

Copy for information and necessary action.

1. Secretary, Sarojini Devi Harijan Mahila Mandali, No.11-10-635, Burahanpuram, District-Warangal, Telangana – It is requested that documents/ registers as per Annexure-II may please be maintained.
2. The Director of Audit, Central Revenues, I.P. Estate, New Delhi.
3. Auditor General, Accountant Generals Office, Govt. of Andhra Pradesh, Hyderabad.
4. Principal Secretary, Tribal Welfare Department, Government of Andhra Pradesh, Room No.146-A, Andhra Pradesh Secretariat Hyderabad 500022.
5. Secretary, Social Welfare Department, Govt. of Telangana Hyderabad - 500022
6. The Resident Commissioner, Government of Telangana, Telangana Bhavan, New Delhi-1
7. IFD w.r.t. Dy.No. 2552 /JS&FA/14 dated 29.08.2014
8. Bill Copy/Sanction Folder.
9. Director, Tribal Cultural Research & Training Institute, Govt of Andhra Pradesh, 2nd Floor, Telegu-Samkshema Bhavan, Masab Tank, Hyderabad-500028.
10. Deputy Commissioner, District-Warangal, Telangana.
11. District Social Welfare Officer, District-Warangal, Andhra Pradesh
12. PPS to Secretary(TA).
13. Chief Controller of Accounts, Ministry of Tribal Affairs, New Delhi.
14. The Director, NIC with the request to upload this sanction letter on the website of the Ministry.



(P.K.Sahoo)

Under Secretary to the Govt. of India

(P.K. SAHOO)
Under Secretary
जनजातीय कार्य मन्त्रालय
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

Organisation : Sarojini Devi Harijan Mahila Mandali, Burahanpuram, District-Khammam, Telangana

Project : **Residential School** for STs at Mannegudem, Dornakal Mandal, Warangal Distt, Telangana

Recurring Grants for the year 2012-13 and 2013-14

Number of Beneficiaries = 44 Student for STs 2012-13, and 100 student for STs 2013-14 (in Rs)

Sl. No	Approved items of expenditure as per financial Norms	Expenditure report for the year 2012-13	Admissible grant for 44 students for the year-2012-13	Expend. Reported for the year 2013-14	Admissible grant for 100 students for the year 2013-14
1	Head Master/ Mistress 1 (Primary School) @ 5000/-p.m.	72000	60000	72000	60000
2	Warden (1) @ Rs.4000/-(pm)	48000	48000	50400	48000
3	Teacher (Primary (4) @ Rs.4000/- p.m.	240000	192000	240000	192000
4	Peon -(1) @ Rs.2500/-(p.m.)	33600	30000	36000	30000
5	Cooks -(2) @ Rs.2500/-(p.m.) each	39600	39600	48000	48000
6	Watchman-(1) @ Rs.2500/-(p.m.)	30000	30000	33600	30000
7	Office Assistant-cum-Typist -(1) @ Rs.2800/-(p.m.)	0	0	0	0
8	Doctor -(Part-time) @ Rs.4,000/-(p.m.)	60000	48000	60000	48000
9	Helper to Cook (1) @ Rs.1500/-(p.m.)	39600	18000	36000	18000
10	Aaya (1) @ Rs.2500/ p.m.	39600	30000	40800	30000
11	Sweeper -(2) @ Rs1800/-(p.m.)	36000	36000	36000	36000
12	Accountant -(1) @ Rs.3500/-(p.m.)	48000	42000	57600	42000
13	Physical Instructor /Games Teacher(1) @ Rs.4000/-(p.m.)	60000	48000	60000	48000
	Total	746400	621600	770400	630000
14	Rent of Building Rs.4,000/- p.m) as per old norms.	72000	48000	72000	48000
15	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/-each	595000	290400	848000	660000
16	Medicine @ Rs.10,000/-(p.a.)	10000	4400	12000	10000
17	Washing Charges (per student) @ Rs.200/-(p.a.)	0	0	0	0
18	Excursion @ Rs.20,000/-(p.a.)	10000	4400	25000	20000
19	Conveyance and TA for Staff Rs.10,000/-(p.a.)	0	0	0	0
20	Water & Electricity charges Rs.15,000/-(p.a.)	12000	12000	12000	12000
21	Contingencies/office maintenance Rs.15,000/-(p.a.)	10000	10000	12000	12000
22	Cooking Charges Rs.20,000/-(p.a.)	25000	8800	30000	20000
23	Audit Fee Rs.4,000/-(p.a.)	6000	4000	6000	4000
24	Cultural Expenses p.a. Rs.15000/-	10000	6600	10000	10000
25	Sport & Games Equipment's (p.a.)	5000	3300	5000	5000
26	Clothing (2 Uniform sets per student) @ Rs.900/-(p.a.)	59500	26400	95400	60000
27.	Books and Stationery: @ Rs.750/- per student	63750	33000	90100	75000
	Total	1624650	1072900	1987900	1566000
	Less 10% NGO's contribution		107290		156600
	Net Amount to be Released for the year 2012-13 and 2013-14.		965610		1409400

Summary of Admissible Grants in aid for the years 2012-13 and 2013-14

Sl. No.	Project : Residential School	Amount (in Rs.)
1.	Recurring grants for the year 2012-13	965610
2.	Recurring grants for the year 2013-14	1409400
	Total	2375010

(Sd/-) (Signature)
 Under Secretary
 Ministry of Tribal Affairs
 भारत सरकार, नई दिल्ली
 Govt. of India, New Delhi

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.



(प्रमुख सचिव पद)
(P. K. SAHOO)
अवर सचिव/Under Secretary
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