



F.No.22035/02/2011-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110001
Dated: 20.11.2014.

To

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


Subject: Grant-in-Aid as recurring expenses for maintenance & running of ongoing project of Educational Complex (Schooling and Boarding/Lodging Both) for 192 ST Girls at Orchha, Distt. Narainpur, Chhattisgarh to *Vivekananda Institute of Social Health, Welfare And Service (VISHWAS), PO&Distt-Narainpur-494 661, Chhattisgarh* under the scheme of Strengthening Education among Scheduled Tribe girls in Low Literacy Districts towards full and final grant-in-aid for the year 2014-15 during the current financial year 2014-15.

Sir,

I am directed to refer to letters no.F-17-38/2014/25-2 dated 10th October, 2014 from the Government of Chhattisgarh and to convey the sanction of the President of India for Grants-in-aid of Rs.39,25,448/- (Rupees Thirty Nine Lakh Twenty Five Thousand Four Hundred Forty Eight only) towards *full & final Instalment for the year 2014-15* during the year 2014-15 as recurring grant as per details of Expenditure enclosed as Annexure-I, after adjusting Rs. Nil as unspent balance to *Vivekananda Institute of Social Health, Welfare And Service (VISHWAS), PO&Distt-Narainpur-494 661, Chhattisgarh* for running & maintenance of Educational Complex (Schooling and Boarding/Lodging Both) for 192 ST Girls under the scheme of Strengthening Education among Scheduled Tribe girls in Low Literacy Districts. 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 recurring grant sanctioned during the current financial year 2014-15 shall be submitted immediately after the close of the financial year. The audited statement of Accounts alongwith utilisation certificate will be submitted by the grantee institution/organisation to the Ministry within 3 months after the close of the financial year 2014-15.
3. The accounts of all grantee Institutions/organisations 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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- (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/organisations 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/organisations 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. The grants-in-aid to the organisation is sanctioned on further terms & conditions of the scheme as under:-

- a) The organization 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.
- c) The organization 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.
- d) The Organization will also execute a bond on Non-judicial Stamp Paper of Rs.20/- in favour of the President of India to the effect that it will abide by terms and conditions attached to the grant and as revised from time to time and that in case of its failure to abide by the same, it will refund


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to the Government the total Grant-in-aid sanctioned to it for the purpose with interest accrued thereon and shall be liable for criminal action as per law.

- e) The organisation will make reservations for the Scheduled Castes and Scheduled Tribes, etc. in the posts/services under their control on the lines of the instructions issued by the Government of India and as amended from time to time.
- f) The Ministry shall not be liable for any kind of payment to the temporary/regular employees appointed by the organisation for running the project.
- g) 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 audited either by Govt. Auditor or Chartered Accountant and supply a copy of the following audited accounts, together with Utilisation Certificate, to the Ministry of Tribal Affairs latest by first week of July month every year:-
 - 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 utilisation 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.
- h) 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.
- i) 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.
- j) 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.
- k) 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.
- l) 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



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terminate the Grant-in-aid with immediate effect and also take such other actions as it deems fit with or without prior notice.

- m) 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.
- n) 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.
- o) 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, or concerned State Government. The register shall be maintained separately in respect of this grant and a copy thereof furnished to the Ministry, along with the audited accounts.
- p) The release of the last instalment of the annual grant will be conditional upon the grantee institutions to provide reasonable evidence or proper utilization of instalment released earlier during the year.
- q) 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.
- r) In respect of Voluntary Organizations assisted for running educational institutions like residential schools, non-residential schools etc., the organisation shall made efforts for recognition of school/courses by State Government.
- s) Provisions of General Financial Rule 211(2) (a) would be applicable where the voluntary organization are being provided assistance for the prescribed amount.
- t) 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.
- u) 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.
- v) 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.
- w) The organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.



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- x) The organisation shall not charge any fees from the beneficiaries.
- y) 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.
- z) The organisation shall not profess or promote any religious/communal/ fundamentalist/divisive beliefs or doctrines with these grants.
- aa) 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 VONGO and a third party. By accepting the grant, the recipient accepts this condition.
- bb) For all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi.
- cc) The organisation shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.
14. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs.39,25,448/- (Rupees Thirty Nine Lakh Twenty Five Thousand Four Hundred Forty Eight only)** for disbursement to the grantee institution through electronic mode of transfer to ***Vivekananda Institute of Social Health, Welfare And Service (VISHWAS), PO&Distt-Narainpur-494 661, Chhattisgarh*** in Account No. **30214950333** in **State Bank of India**, Branch at **Narainpur, Chhattisgarh** and IFSC Code **SBIN0002878**.
15. The expenditure is debitable to the Major Head "2225" Welfare of Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities: 02-Welfare of Scheduled Tribes; 796- Tribal Area Sub Plans (Minor Head); 09-Welfare of Scheduled Tribes- Other Expenditure; 08- Strengthening of Education among Scheduled Tribe girls in Low Literacy Districts; 09.08.31-Grant-in-aid General (Plan) for the year 2014-2015 under Demand No. 97 Ministry of Tribal Affairs.
16. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their **Dy.No. 1153/JS&FA/2014 dated 11.11.2014**. 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. 13** in the register of grant.
18. The grantee organization shall voluntarily disclose the assets created, facilities developed and activities undertaken through this grant before the Gram Sabha concerned and also submit an undertaking/certificate in this regard to this Ministry.

Yours faithfully,



(P.K. Sahoo)

Under Secretary to the Government of India.

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

Copy for information and necessary action: -

1. The Secretary, *Vivekananda Institute of Social Health, Welfare And Service (VISHWAS)*, PO&Distt-*Narainpur-494 661, Chhattisgarh*
2. The Director General of Audit, Central Revenues, I.P. Estate, New Delhi.
3. The Secretary, Tribal Development Department, Govt. of Chhattisgarh, Raipur. (with the request to inspect the organisation and submit the Inspection Report within 6 months)
4. The Director, Tribal Research Institute, Govt. of Chhattisgarh, Raipur.
5. The Deputy Commissioner, **District- Narainpur, Chhattisgarh.**
6. The District Tribal Welfare Officer, **District- Narainpur, Chhattisgarh.**
7. Chief Controller of Accounts, Ministry of Tribal Affairs, New Delhi.
8. Bill Copy/Sanction Folder.
9. I.F.D. with reference to their **Dy.No. 1153/JS&FA/2014 dated 11.11.2014.**
10. The Resident Commissioner, Govt. of Chhattisgarh, Chhattisgarh Bhawan, New Delhi.
11. Accountant General, Accountant General's Office, Govt. of Chhattisgarh, Raipur.
12. The Director, NIC, Ministry of Tribal Affairs with request to post this sanction letter on the website of the Ministry.



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Annexure-1.
F.No. 22035/02/2011-NGO

Vivekananda Institute of Social Health, Welfare And Service (VISHWAS), PO&Distt-Narainpur, Chhattisgarh
Calculation for Middle/Secondary level Educational Complex (Schooling & Boarding/lodging both)

Number of beneficiaries claimed by the organisation-192

No. of students for which grants-in-aid is calculated –192 (As per last year funded)


S.NO	Items of Expenditure	Amount released for the year 2013-14	Expenditure reported for 2013-14	Unspent Balance	Budget estimates for 2014-15	Admissible grant for 2014-15 for 192 ST girls
A	Non-recurring					
1	Furniture/equipments including kitchen equipment @ Rs.2500/- per student (once in five years) for 50 students	125000	125000	0	0	0
2	Bedding @ Rs.750/- per student (once in five years) for 50 students	37500	37500	0	0	0
3	Recreation expenditure (TV/VCD/indoor game) (once in five years)	50000	50000	0	0	0
4	Generator	0	0	0	0	0
5.	Library Books for students	0	0	0	0	0
	Total (A)	212500	212500	0	0	0
B	Recurring					
5	Maintenance of building @ 30% of notional rent of 12197 sq. ft plinth area @ Rs.2.00 per sq ft. constructed area per month (for 12 month) ceiling Rs. 10,000/-p.m.	87818	87818	0	87818	36000
6	Maintenance allowance including mess charges @Rs.750/- per girl student per month (for 12 month as a special case for 100 girls & for 10 months for 92 girls)	1590000	1590000	0	1590000	1590000
7	3 sets of uniforms per annum @ Rs.900/- per girl student	172800	172800	0	172800	172800
8	Cash stipend for availing tuition/coaching @ Rs.200/- per girl per month (for 12 month)	460800	460800	0	460800	460800
9	Course books/stationery and other educational material @Rs.50/- per girl student per month	110000	110000	0	115200	96000
10	Examination fee @ Rs.1000/-	1920	1920	0	1920	1920
11	8 full time teachers @ Rs.6000/- per month	576000	576000	0	576000	576000
12	Warder-cum-teacher (1) @ Rs.6000/- per month	72000	72000	0	72000	72000
13	Accountant (1) @ Rs.3500/- per month	42000	42000	0	42000	42000
14	Peon (1)@ Rs.1500/-p.m.	18000	18000	0	18000	18000
15	Watchman (1) @ Rs.1500/- per month	18000	18000	0	18000	18000
16	Cooks (2) @ Rs.1500/- per month each	36000	36000	0	36000	36000
17	Helper (1) @ Rs.1300/- per month	15600	15600	0	15600	15600
18	Sweeper (1) @ Rs.1300/- per month	15600	15600	0	15600	15600

[Signature]

19	Vocational/skill development training	115200	115200	0	115200	115200
20	Electricity and water charges	115200	115200	0	115200	115200
21	Medical care/contingency @ Rs.750/- per girl per annum	144000	144000	0	144000	144000
22	Health care (hospitalisation, visit of doctors, annual health check up etc.)	50000	50000	0	50000	50000
23	Miscellaneous including toiletries etc. @ Rs.700/- per annum per girl	134400	134400	0	134400	134400
24	PTAs/Sports function/cultural functions	28800	28800	0	28800	28800
25	Tour/camps	150000	150000	0	150000	150000
26	Incentives to each girl student @ Rs.100/- per month to meet their day to day requirements	230400	230400	0	230400	230400
27	Award to girls passing VIII @ Rs.500/- per girl for watches (for 28 girls)	10000	10000	0	14000	14000
Total (B)		4194538	4194538	0	4203738	4132720
GRAND TOTAL (A+B)		4407038	4407038		4203738	4132720

Calculation of full and final instalment for the year 2014-15

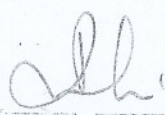
(A) Admissible amount for the year 2014-15	4132720
(B) Less unspent balance	0
(C) Adjustment of excess amount released for maintenance of building than admissible since 2010-11 to 2013-14 (details enclosed)	207272
Net approved grant-in-aid for the year 2014-15 (full & final instalment) (A mins B+C)	3925448


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Details of adjustment of maintenance of building for the year 2010-11 ^{to} and 2013-14

(Amt. in Rs.)

S.No.	Year	Amount released for maintenance of building @ Rs. 30% of rent assessment	Admissible amount as per the provisions of the scheme i.e. 30% of rent assessment (30 % of ceiling @Rs. 10,000/- p.m.)	Excess amount released
1.	2010-11	87818	36000	51818
2.	2011-12	87818	36000	51818
3.	2012-13	87818	36000	51818
4.	2013-14	87818	36000	51818
	Total	351272	144000	207272


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