

**GOVERNMENT OF INDIA  
MINISTRY OF TRIBAL AFFAIRS  
(NGO SECTION)**

Shastri Bhavan, New Delhi  
Dated the 23<sup>rd</sup> December, 2014

To

The Pay & Accounts Officer,  
Ministry of Tribal Affairs,  
Shastri Bhavan, New Delhi

Sub: Grant-in-aid to Vivekananda Institute of Social Health Welfare and Service (VISHWAS), At/Distt-Narainpur-494 661, Chhattisgarh under the Scheme of Development of PVTGs for the year 2014-15.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.8,56,000/- (Rupees Eight Lakh Fifty Six Thousand only) to Vivekananda Institute of Social Health Welfare and Service (VISHWAS), At/Distt-Narainpur-494 661, Chhattisgarh for running & maintenance of ongoing projects of 3 Health Posts and one Fair Price Shop under the scheme of Development of Particularly Vulnerable Tribal Groups. No utilisation certificate is due for rendition.

S.No	Name of work/programme	Budget estimate (Amount in Rs.)	Admissible grant for the year 2014-15 (in Rs.)
1	<b>3 Health Post:</b>		
	a) Drugs, Dressing/Medicines/ Hospital supplies etc (Rs.96000X3)	7000x3=210000	210000
	b) Doctor Visit	18000x2=36000	36000
	c) General repairs	4000x3=12000	12000
	d) Honorarium (3 Health workers)	6000x3x12=216000	216000
	e) cleaners 'Honorarium (3 workers) (Rs.8000/-)	4000x3x12=144000	144000
	f) Contingencies	7000x3=21000/-	21000
2	<b>Maintenance of Fair Price Shop:</b>		
	a) Sales woman's honorarium	6000x12=72000	72000
	b) Helper's Honorarium	4000x12=48000	48000
	c) Transportation of food grain	6000x12=72000	72000
	d) Contingences	25000/-	25000
	<b>TOTAL BUDGET FOR THE YEAR 2014-15</b>		<b>856000</b>

2. **Time Limit:** The provisional utilization Certificate for recurring/non-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 along with utilisation certificate will be submitted by the grantee institution/organisation to the Ministry within 6 months after the close of the financial year 2014-15.

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

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 invariably be incorporated in all orders sanctioning grants-in-aid.

3. The members of the executive committee of the grantee organisation should execute bonds in a prescribed format that they themselves jointly and severally:-

- i. abide by the conditions of the grants-in-aid by the target dates, if any, specified therein; and
- ii. not to divert the grants or entrust execution of the scheme or work concerned to another Institutions(s) or Organisation(s); and
- iii. 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 utilisation 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 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, without obtaining prior approval of the Ministry of Tribal Affairs.

9. The grantee organisation has submitted utilisation certificate of the earlier grant and no utilisation certificate is pending against the grantee organisation under the scheme.

10. Utilisation certificate in the prescribed form under GFR-19A duly signed by the competent authority relating to previous grants is enclosed herewith.



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Ministry of Tribal Affairs  
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11. Refund of Unspent Balance: The Unspent balance, if any, will be surrendered to the Ministry of Tribal Affairs.

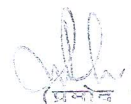
12. Recurring Grant: The Unspent Balance from this grant/installment will be adjusted from the subsequent grant.

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

14. 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.

15. The grants-in-aid to the organisation is sanctioned on further terms & conditions of the scheme as under:-


- (a) That the organization which intends to receive the Grant-in-aid under the Scheme, will fulfill the eligibility criteria as specified in para VI of the Scheme.
- (b) The grants can not be claimed as a matter of right. Its quantum and release would depend on the scope of the project. Continuance of the grants is subject to the satisfactory utilization of the earlier releases.
- (c) That the organization will confirm in writing to the effect, at the beginning of each financial year, that the conditions contained in this scheme and as revised from time to time for the implementation of this scheme are acceptable to it and that they are bound by it.
- (d) That 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 abides by terms and conditions attached to the grant as revised from time to time and that in case of its failure to abide by the same, it will refund to the Government the total Grant-in-aid sanctioned to it with interest accrued thereon, and shall also be liable for criminal action as per law.
- (e) That the organization 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) That the Ministry shall not be liable for any kind of payment to the temporary/regular employees appointed by the organization for running the project; No permanent staff will be appointed out of GOI funds.
- (g) That the organization shall maintain a separate account in a nationalized/regular 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 the 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,

  
(प्रमुख कर्मचारी)  
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Secretary  
Ministry of Tribal Affairs  
New Delhi



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 Utilization Certificate, to the Ministry of Tribal Affairs latest by first week of July month every year

- i. the receipt and payment account of grant-in-aid in question for the year;
  - ii. the income and expenditure accounts of grant-in-aid in question for the year;
  - iii. the balance sheet, indicating assets and liabilities from grant-in-aid in question;
  - iv. the utilization certificate in prescribed format as per General Financial Rules along with the item-wise break-up;
  - v. the audited accounts of the organization with auditor's report as a whole for the year.
- (h) The organization shall submit performance-cum-achievement report (s) every six months on the project for which it received Grant-in-aid in the prescribed format.
- (i) That the facilities to be extended with the help of the Grant-in-aid will be available for the welfare of all the PTGs.
- (j) The organization will not obtain grant for the same purpose/project from any other source, including the 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 shall utilize the grant-in-aid for the purpose for which it is 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) 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.
- (m) Any unspent balance out of the grants released earlier shall be adjusted by the Ministry in the subsequent admissible grant due.
- (n) No assets acquired wholly or substantially out of this Grant-in-aid will be disposed of or encumbered and or otherwise utilized for the purpose other than for which sanctioned.
- (o) The organization shall maintain a register in the 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 the officials from the Office of the Comptroller 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 furnished to the Ministry, along with the Audited Accounts.

  
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- (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 Organizations should liaise with District Administration for convergence of other existing services for the welfare of PTGs. It should also maintain contact and seek cooperation of local Panchayati Raj Institutions. It should also have institutional arrangements for seeking community participation.
- (r) Provisions of General Financial Rule 150(2) (a) would be applicable where the Voluntary Organization are being provided assistance for the prescribed amount.
- (s) The organization shall prominently display boards at the project site indicating that the organization is running under the aegis of Ministry of Tribal Affairs, Government of India.
- (t) The organization shall ensure annual inspection of the project, within the first quarter of the financial year in the prescribed format, by the District Collector/district authorities.
- (u) 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.
- (v) That the organization shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- (w) That the organization shall not charge any fees from the beneficiaries.
- (x) In case of new projects, the organization shall intimate the Ministry and the State 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.
- (y) That the organization shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants.
- (z) In the event of a Court case, the organization shall not be entitled to any grant-in-aid till the matter is pending in Court of Law; the Ministry shall not be responsible for any legal/intellectual/contractual disputes between the NGO and a third party. By accepting the grant, the recipient accepts this condition.
- (aa) For all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi.
- (bb) The organization shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.



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(cc) The grantee organisation shall voluntary disclose the assets created, facilities developed and activity undertaken through this grant before the Gram Sabha concerned and also submit an undertaking/certificate in this regard to this Ministry

16. The Drawing and Disbursing Officer of this Ministry is authorized to prepare bill for an amount of Rs.8,56,000/- (Rupees Eight Lakh Fifty Six Thousand only) and Pay & Accounts Officer is authorized to release the payment to Vivekananda Institute of Social Health Welfare and Service (VISHWAS), At/Distt-Narainpur-494 661, Chhattisgarh through electronic transfer directly in their saving/current account no.30214950333 in State Bank of India branch at Narainpur and IFCS Code no.SBIN0002878.

17. The above amount is debitabale to the Demand Number 97 of the Ministry of Tribal Affairs, Major Head.2225 – Welfare of Scheduled Caste, Scheduled Tribes, other backward classes and Minorities & 02-Welfare of Scheduled Tribes (Sub Major Head) , 796– Tribal Area Sub-Plans (Minor Head), 08-Welfare of Scheduled Tribes-Education, Development of Particularly Vulnerable Tribal Groups, 08.08:31(PTGs)-Grants in Aid (General) for the year 2014-15 (Plan).

18. The sanction is issued with the concurrence of Integrated Finance Division as communicated vide Dy.No.830/JS&FA/14 dated 16.12.2014 the pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

19. Certified that this sanction has been noted at Sl.No. 2 in the register of grant.

Yours faithfully,

(P.K. Sahoo)

Under Secretary to the Govt. of India

Copy to:

1. The Secretary, Vivekananda Institute of Social Health Welfare and Service (VISHWAS), At/Distt-Narainpur-494 661, Chhattisgarh. The Secretary is further requested to furnish an undertaking to the effect that the organization is not involved in any corrupt practices within two weeks of date of sanction letter.
2. The Director of Audit, Central Revenue, I.P. Estate, New Delhi.
3. Auditor General, Accountant General Office, Govt. of Chhattisgarh, Raipur,
4. Commissioner, Tribal Development Department, Govt. of Chhattisgarh, Raipur.(with the request to inspect the organisation and submit an Inspection Report within 6 months).
5. The Resident Commissioner, Govt. of Chhattisgarh, Chhattisgarh Bhavan, New Delhi.
6. IFD Wing vide their Dy.No.830/JS&FA/14 dated 16.12.2014.
7. Bill Copy/Sanction Folder
8. Director Tribal Research Institute, Govt. of Chhattisgarh, Raipur.
9. The District Collector, District-Narainpur, Chhattisgarh
10. The District Social Welfare Officer, District- Narainpur, Chhattisgarh
11. The CCA, Ministry of Tribal Affairs.
12. The Director, NIC with request to upload the sanction letter on the website.

(P.K. Sahoo)

Under Secretary to the Govt. of India

(प्रमोद कुमार साहू)  
(P. K. SAHOO)

अवर सचिव, Secretary  
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