



F.No.22019/01/2013-NGO
Government of India
Ministry of Tribal Affairs

...

Shastri Bhawan, New Delhi 110001

Dated: 16th July 2015

To

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

Sub: Grant-in-Aid to *Sri Ramakrishna Advaita Ashrama, PO-Kalady, Distt-Ernakulam, Kerala-683 574* for maintenance & running of ongoing project of **Hostel** for 105 STs for the year 2013-14 as reimbursement of expenditure during the current financial year 2015-2016.

Sir,

I am directed to refer to letter No.7305/PM/14/SCSTDD dated 23.4.2014 from the Government of Kerala. SC/ST Development (PM) Department to convey the sanction of the President of India for release of grants-in-aid of **Rs.13,51,099/- (Rupees Thirteen Lakh Fifty One Thousand Ninety Nine Only) for the year 2013-14** as reimbursement of expenditure during the current financial year 2015-2016 under the scheme of Grants-in-aid to voluntary organisations working for the welfare of scheduled tribes as per details of expenditure enclosed as Annexure to *Sri Ramakrishna Advaita Ashrama, PO-Kalady, Distt-Ernakulam, Kerala-683 574* for maintenance and running of ongoing project *Hostel for ST students* under the scheme. The grant-in-aid shall be subject to provisions of GFR-2005.

2. No utilisation certificate is due for rendition. Since the Grant-in-aid for the year 2013-14 are being sanctioned as reimbursement on the basis of actual expenditure incurred, there is no need for submission of utilisation certificate for the year 2013-14, as provided in Rule No.212(1) GFR, 2005.

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 Organisation is called upon to do so.

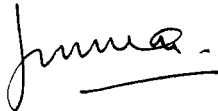
4. The members of the executive committee of the grantee organisation should execute bonds in a prescribed format that they themselves jointly and severally:-

(जीवन कुमार)
(JEEVAN KUMAR)
अवर सचिव/Under Secretary
जनजातीय कार्य विभाग
Ministry of Tribal Affairs
भारत सरकार,
नई दिल्ली

- (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 grants or entrust execution of the project to any other Institution(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 make the reservations for Scheduled Caste, Scheduled Tribes, Other Backward Class persons and persons with disabilities in posts and services under its control on the lines of the instructions issued by the Government of India and as amended from time to time:.
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 to the satisfaction of Government of India. 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 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. Refund of Unspent Balance: The Unspent Balance, if any, will be surrendered to the Ministry of Tribal Affairs.
10. Recurring Grant: The Unspent Balance from this grant/instalment will be adjusted from the subsequent grant.
11. Salary of Staff : Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.
12. Other payments: Other payment with regard to implementation of the project of Rs.10,000/- and above, is to be made through cheques by the implement agency.

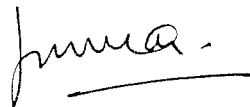


(जीवन कुमार)
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अवर सचिव/Under Secretary
जनजातीय क. व. विभाग
Ministry of Tribal Affairs
भारत सरकार,
Govt. of India

13. The grants-in-aid sanctioned under the scheme is subject to fulfillment of following conditions, and the terms & conditions laid down under the scheme, by the Voluntary Organisation (VO)/Non-Governmental Organisation (NGO):-

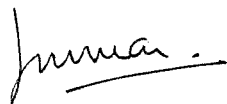
- (i) that the organization which intends to receive the Grant-in-aid under the Scheme, will fulfill the eligibility criteria as specified in para 2 of the scheme;
- (ii) the grants can not be claimed as a matter of right, it depends on sole discretion of Government of India depending on the merit of the project;
- (iii) 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;
- (iv) that 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;
- (v) 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 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 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;
- (vi) 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;
- (vii) 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 the bank pass book indicating all transactions made in connection with the running of the sanctioned project. The accounts will remain open for inspection of 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 Utilization Certificate, to the Ministry of Tribal Affairs latest by first week of July month every year:

a. the receipt and payment account of grant-in-aid in question for the year;



(जीवन सुधार)
(JEEWAN SUKHAR)
अवर सचिव/Under Secretary
जनजातीय कार्य विभाग
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

- b. the income and expenditure accounts of grant-in-aid in question for the year;
 - c. the balance sheet, indicating assets and liabilities from grant-in-aid in question;
 - d. the utilization certificate in prescribed format as per General Financial Rules long with the item-wise break-up;
 - e. the audited accounts of the organisation as a whole for the year.
 - f. auditor report.
- (viii) 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;
- (ix) 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.;
- (x) 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;
- (xi) 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;
- (xii) 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;
- (xiii) at the time of renewal of the project any unspent balance out of the grants shall be adjusted by the Ministry in the subsequent admissible grant due ;
- (xiv) no assets acquired wholly or substantially out of this Grant-in-aid will be disposed off or encumbered and or otherwise utilized for the purpose other than for which sanctioned;
- (xv) 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;



(जीवन ज्यवान)
(JEEVAN)
अवर सचिव, जनजात विकास विभाग,
जनजात विकास विभाग,
Ministry of Tribal Affairs,
भारत सरकार, नई दिल्ली,
India.

- (xvi) 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;
- (xvii) the Voluntary Organisations 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;
- (xviii) in respect of Voluntary Organisations assisted for running educational institutions like residential schools, non-residential schools etc., the organization shall make efforts for recognition of school/courses by State Governments;
- (xix) provisions of General Financial Rule 211(2) (a) would be applicable where the Voluntary Organisation are being provided assistance for the prescribed amount;
- (xx) 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;
- (xxi) the organization 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;
- (xxii) 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;
- (xxiii) that the organization shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department;
- (xxiv) that the organization shall not charge any fees from the beneficiaries;
- (xxv) 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;
- (xxvi) that the organization shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants:



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जनजातीय कार्य विभाग
Ministry of Tribal Affairs
अवर सचिव, २०१ बिल्डिंग
Government of India, New Delhi

(xxvii) 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;

(xxviii) for all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi;

(xxix) the organization 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.13,51,099/- (Rupees Thirteen Lakh Fifty One Thousand Ninety Nine Only)** for disbursement to the grantee institution through electronic mode of transfer to **Sri Ramakrishna Advaita Ashrama, PO-Kalady, Distt-Ernakulam, Kerala-683 574 in Account No.2921101005444 in Canara Bank, Branch at Kalady, Kerala, IFSC Code CNRB0002921 and MICR Code – 682015027.**

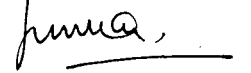
15. The expenditure is debitable to the Demand No. 98 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes Scheduled Tribes and other Backward Classes and Minorities: 02-Welfare of Scheduled Tribes (Sub-Major Head), 796 Scheduled Tribe Area Sub Plans (Minor Head) - 09 Welfare of Scheduled Tribes – Other Expenditure – 12 Grant-in-aid to Voluntary Organisation working for the welfare of Scheduled Tribes: 09.12.31 Grants-in-Aid General (Plan) for the year 2015-16.

16. 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 to this Ministry.

17. The sanction is issued with the concurrence of Integrated Finance Division as communicated vide Dy. No. 867/JS&FA/15 dated 15.06.2015. 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. 12 in the register of grant.

Yours faithfully,



(Jeewan Kumar)

Under Secretary to the Govt. of India

(जीवन कुमार)
(JEEWAN KUMAR)
अवर सचिव/Under Secretary
जनजातीय कार्य
Ministry of Tribal
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

Copy for information and necessary action: -

1. The Secretary, **Ramakrishna Advaita Ashrama, PO-Kalady, Distt-Ernakulam, Kerala-683 574.**
2. The Director of Audit, Central Revenues, I.P. Estate, New Delhi.
3. The Secretary, SC/ST Development Department, Govt. of Kerala, Thiruvananthapuram.
(with the request to inspect the organisation and submit the Inspection Report with 6 months)
4. The Director, Tribal Research Institute, Govt. of Kerala, Thiruvananthapuram.
5. The Deputy Commissioner, District- Ernakulam, Kerala.
6. The District Tribal Welfare Officer, District-Ernakulam, Kerala.
7. Chief Controller of Accounts, Ministry of Tribal Affairs, New Delhi.
8. Bill Copy/Sanction Folder.
9. I.F.D. w.r.t. **Dy.No. 867/JS&FA/2015 dated 15.06.2015.**
10. The Resident Commissioner, Govt. of Kerala, Kerala Bhawan, New Delhi.
11. Auditor General, Accountant General Office, Govt. of Kerala, Thiruvananthapuram.
12. The Director, NIC with request to upload this sanction letter on the website of the Ministry

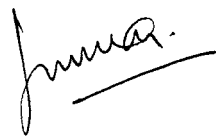


(जीवन कुम्भार)
(JEEWAN KUMBHAR)
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जनजातीय कार्य विभाग
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Govt. of India, New Delhi

Organisation-Sri Ramakrishna Advaita Ashram, PO- Kalady, Distt- Ernakulam, Kerala
Project - **Hostel**

No. of students for which grants-in-aid is calculated –105 enrolled
students

S.N 0	Approved items of expenditure as per financial Norms	Expr. Report for the year 2013-14	Admissible grant for the year 2013-14 (105 students)
Recurring			
1	Warden (1) @ Rs.4000/-(pm)	69300	48000
2	Part time Teacher (2) @ Rs. 3000/- p.m.	94200	72000
3	Peon-cum-sweeper-(1) @ Rs.2500/-(p.m.)	53280	30000
4	Cooks -(2) @ Rs.2500/-(p.m.) each	152652	60000
5	Helper to Cook (1) @ Rs.1500 per month	53280	18000
6	Watchman-cum-generator operator (1) @ Rs.2500/-(p.m.)	61128	30000
7	Aya (1) @ Rs.2500/- per month	43128	30000
8	Office Assistant-cum-Typist -(1) @ Rs.2000/- (p.m.)	48516	24000
9	Doctor -(Part-time) @ Rs.4,000/-(p.m.)	48000	48000
10	Part time accountant (1) @ Rs.2800 per month	74076	33600
Total Salary		697560	393600
11	Maintenance of Building @ 30% of Rs.5000/- per month (Rural area)	23279	18000
12	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/- for 105 students	1021763	693000
13	Medicine @ Rs.10000/-(p.a.)	12597	10500
14	Excursion @ Rs.20,000/-(p.a.)	19724	19754
15	Conveyance and TA for Staff Rs.8,000/-(p.a.)	12132	8000
16	Water & Electricity charges Rs.12000/-(p.a.)	90133	12000
17	Contingencies/office maintenance Rs.10,000/- (p.a.)	12119	10000
18	Cooking Charges Rs.20,000/-	102000	21000
19	Audit Fee Rs.4000/-(p.a.)	4000	4000
20	Cultural Expenses p.a. Rs.10000/-	10328	10328
21	Sport & Games Equipment's @ Rs.7500/- per annum	6250	6250
23	Clothing (3 Uniform sets per student) @ Rs.900/-p.a.	104783	94500
24	Books and Stationery: @ Rs.500/- per student	50167	50167
Grand Total		2166835	1351099
Less: 10% NGO's contribution			Nil
Net Grants for the year 2013-14			1351099



(जीवन कल्याण)
(JEEVAN KALYAN)
अवर सचिव, जनजातीय कल्याण विभाग
जनजातीय कल्याण विभाग
Ministry of Tribal Affairs
भारत सरकार
नई दिल्ली