



F.No.22032/09/2012-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi-110 115
Dated the: 24th July, 2015

To

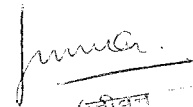
The Pay and Accounts Officer,
Ministry of Tribal Affairs,
Shastri Bhawan,
New Delhi.

Subject:- Grant-in-aid to **Bharat Sevashram Sangh (Suri Unit)**, AT-Pranabananda Pally, PO-Suri, Block-Suri-I, District-Birbhum, **West Bengal** as recurring expenses for maintenance and running of ongoing projects namely **Hostel** for 100 students and **Mobile Dispensary** for STs at Pranabananda Pally, PO-Suri, Block-Suri-I, District-Birbhum, West Bengal towards full and final instalment **for the year 2014-15** on reimbursement of expenditure basis during the current financial year 2015-16.

Sir,

In continuation to the Ministry's sanction order referred above, I am directed to refer to the letter no.268-TDD/12S-35/2014 dated 20.11.2014 received from Government of West Bengal and to convey the sanction of the President of India to the payment of grant-in-aid of **Rs.18,32,085/- (Rupees Eighteen Lakh Thirty Two Thousand Eighty Five only)** towards full and final Installment for the **year 2014-15** on reimbursement of expenditure basis during the year 2015-16 after adjusting unspent balance of Rs. Nil, as per details of recurring expenditure as at Annexure-I & Annexure-II, for ongoing projects of **Hostel** for 100 STs and **Mobile Dispensary** respectively to the organisation **Bharat Sevashram Sangh (Suri Unit)**, AT-Pranabananda Pally, PO-Suri, Block-Suri-I, District-Birbhum, **West Bengal**. The grant-in-aid shall be subject to the provisions of GFR, 2005.

2. Since the grant has been sanctioned by way of reimbursement of expenditure already incurred on the basis of duly audited accounts, no utilisation certificate (UC) is required in respect of the sanctioned amount in terms of Note 1 of Rule No 212(1) of GFR, 2005.
3. Utilization certificate in the prescribed form under GFR-19A duly signed by the competent authority relating to previous grants is enclosed herewith. No Utilization Certificates are due for rendition and awaited at present.
4. 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.


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5. 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
- (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.

6. 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.

7. The grantee 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.

8. The accounts of the organisation shall be audited from Chartered Accountants of its own choice.

9. 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.

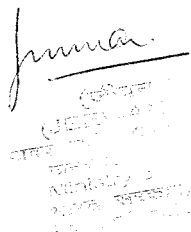
10. Refund of Unspent Balance: The Unspent Balance, if any, will be surrendered to the Ministry of Tribal Affairs.

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

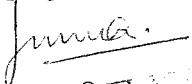
12. **Salary of Staff : Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.**

13. **Other payments: Other payment with regard to implementation of the project of Rs.10,000/- and above, is to be made through cheques by the implement agency.**

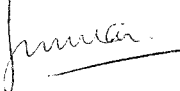
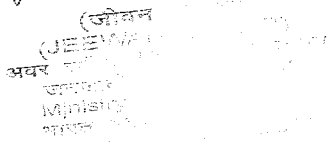
14. The grants-in-aid sanctioned under the scheme is subject to fulfillment of following conditions, and the terms & conditions laid down under the scheme, by the Voluntary Organisation (VO)/Non-Governmental Organisation (NGO):-


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- (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;
 - 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;


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जिला मुख्यालय
जिला प्रशासन

- (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;
- (xvi) the release of the last instalment of the annual grant will be conditional upon the grantee institutions to provide reasonable evidence of proper utilization of instalment released earlier during the year;
- (xvii) the Voluntary Organisations 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;
- (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;

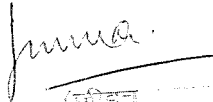


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Tribal Affairs
Government of India

- (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;
- (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.

15. The pattern of assistance governing grant-in-aid has received the approval of the Ministry of Finance.

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 and undertaking/certificate in this regard to this Ministry.

17. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs.. 18,32,085/- (Rupees Eighteen Lakh Thirty Two Thousand Eighty Five only)** for disbursement to the grantee institution during the year 2015-16 namely Bharat Sevashram Sangh (Suri Unit), AT-Pranabananda Pally, PO-Suri, Block-Suri-I, District-Birbhum, West Bengal through RTGS in Saving Bank Account No. 11126062850, in State Bank of India, Branch at- SURI (Distt-Birbhum, West Bengal), MICR Code of the Bank-731002302 and IFSC Code of the Bank-SBIN0000191, directly.


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जनजात कल्याण विभाग
Ministry of Tribal Affairs
आवरण अवरकार, नया दिल्ली
200001 India, New Delhi

18. The expenditure is debitable to the Demand No. 98 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 - 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.

19. The sanction is issued with the concurrence of Integrated Finance Division as communicated vide Dy.No. 578/JS&FA/15 dated 16.6.15

20. Certified that this sanction has been noted at Sl.No. () in the register of grant.

Yours faithfully,



(Jeewan Kumar)

Under Secretary to the Govt. of India

अवर सचिव, जनजात कल्याण विभाग
जनजात कल्याण विभाग
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

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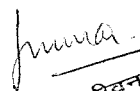
1. The Secretary, Bharat Sevashram Sangh (Suri Unit), AT-Pranabananda Pally, PO-Suri, Block-Suri-I, District-Birbhum, West Bengal.
2. The Director General of Audit, Central Revenues, I.P. Estate, New Delhi.
3. The Principal Secretary, Backward Classes Welfare Department, Government of West Bengal, Writers Building, Kolkata-700 001.
4. The Director, Tribal Research Institute, Government of West Bengal, Kolkata.
5. The District Magistrate, District- BIRBHUM (West Bengal).
6. The Project Officer-cum-District Welfare Officer, District-BIRBHUM (West Bengal).
7. PPS to Secretary, Ministry of Tribal Affairs, Govt. of India, New Delhi.
8. Bill Copy/Sanction Folder.
9. B&C Section.
10. I.F.D. with reference to their Dy.No. 578/JS&FA/15 dated dated 16.6.15
11. The Resident Commissioner, Govt. of West Bengal, West Bengal Bhavan, New Delhi.
12. Principal Auditor General, Accountant General Office, Kolkata, West Bengal.
13. CCA, Ministry of Tribal Affairs, New Delhi.
14. The Director, NIC with request to upload the sanction letter on the website of this Ministry.

Organisation: BSS(Suri Unit) West Bengal

PROJECT - Hostel at Suri, District-Birbhum, West Bengal.
No. of students for which grant-in-aid is calculated – 100 students for 2014-15

RECURRING:

Sl. No	Approved items of expenditure as per financial Norms	Grant released for the year 2013-14	Expenditure reported for 2013-1	Unspent Balance	Expenditure reported for the year 2014-15	Admissible Grant for the year 2014-15
1.	Warden (1) @ Rs.4000/-(pm)	48000	393600	0	393600	48000
2.	Part-time Teacher -(2) @ Rs.3000/-(p.m.) each	72000				72000
3.	Peon-cum-Sweeper-(1) @ Rs.2500/-p.m.	30000				30000
4.	Watchman-cum-Generator Operator - (1) @ Rs.2500/-(p.m.)	30000				30000
5.	Cook (1) @ Rs.2500/-(p.m.)	30000				30000
6.	Helper to Cook (1) @ Rs.1500/-(p.m.)	18000				18000
7.	Aya-(1) @ Rs.2500/-(p.m.)	30000				30000
8.	Office Asstt.-cum-Typist-@Rs.2000p.m.	24000				24000
9.	Part-time Doctor (1) @ Rs.4000/-p.m.	48000				48000
10.	Part time Accountant (1) @ Rs.2800/-p.m.	33600				33600
	Total	+	393600	0	393600	363600
17.	Own Building(Building Maintenance 30% of Rent @Rs.4000/-p.m.)	14698	14800	0	14400	14400
11.	Clothing (2) Uniform sets per student) @Rs.900/- for 100 student	90000	94550	0	92800	90000
12.	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/-each 660x10x100	660000	662710	0	666894	660000
13.	Medicine @Rs.10000 /-(p.a.) for 100 students for 100 STs	10000	10360	0	10325	10000
14.	Books and Stationery: @ Rs.500/- per student (p.a.) for 100	50000	51068	0	52436	50000
15.	Excursion @Rs.20,000/- (p.a.)	20000	21000	0	20200	20000
16.	Water & Electricity charges Rs .12000/-(p.a.)	12000	12309	0	12424	12000
18.	Contingencies / Mis. Expdr (including office maintenance)Rs.10000/- pa	10000	10260	0	10500	10000
19.	Audit Fee Rs.4000/-(p.a.)	4000	4000	0	4000	4000
20.	Cooking Charges @ Rs.20,000/- p.a .	20000	21193	0	20325	20000
21.	Cultural Activities @Rs.10,000/-(p.a.)	10000	10800	0	8650	8650
22.	Conveyance &TA for staff Rs.8000/-(p.a.)	8000	8340	0	8120	8000
23.	Sport & Games materials @Rs.7500/-(p.a.)	7500	7660	0	7800	7500
	Total	1279500	1322650	0	1322474	1278150
	Less 10% NGO share					127815
	Admissible grant for the year 2014-15					1150335


 (जीवन) (JEEVAN)
 अवर सचिव (Secretary)
 जनजातीय विभाग (Ministry of Tribal Affairs)
 भारत सरकार, (Government of India)
 New Delhi

Organisation: BSS(Suri Unit) West Bengal

PROJECT - Mobile Dispensary at Rajnagar, Suri Md. Bazar Block in District-Birbhum, West Bengal.

Recurring:

Sl. No	Approved items of expenditure as per financial Norms	Grant released for the year 2013-14	Expenditure reported for the year 2013-14	Unspent Balance	Expenditure reported for the year 2014-15	Admissible Grant for the year 2014-15
1.	Doctor (1) @ Rs.15,000 pm	180000	393600	0	306000	180000
2.	Compounder/Nurse (1) @ Rs. 4,000 pm	48000				48000
3.	Part time Office Asstt.-cum-Acctt. (1) Rs.2500/-	30000				30000
4.	Driver (1) @ Rs.2,500 pm	30000				30000
5.	Helper/Handiman (1) @ Rs. 1,500 pm	18000				18000
	Total Salary	306000	393600		306000	306000
6.	Fuel (POL) Plain areas @ Rs.12000 pm	144000	145553	0	153651	144000
7.	Drugs @Rs.200000/-p.a.	200000	201365	0	204655	200000
8.	Contingencies/Mis Expdr. @Rs.10000/- p.a.	10000	10125	0	10150	10000
9.	Audit Fees @Rs.4000/- p.a.	0	0	0	0	0
10.	Maintenance & Repairs of Vehicle and Medical Equipments @Rs.30000/-p.a.	30000	32986	0	30765	30000
11.	Advertisement & Publicity @Rs.7500/- p.a.	7500	7640	0	7700	7500
12.	Daily Allowance for visiting medical team on duty beyond 16 km from office for whole day @ Rs. 5000/- p.m.	60000	60000	0	60000	60000
	TOTAL (100%)	757500	457669	0	772921	757500
	Less 10% NGO share	75750				75750
	Net Grant	681750				681750

Grants for the year 2014-15

S.No	Name of the project	Admissible grants for the year 2014-15
1.	Hostel for 100 STs at Suri, District – Birbhum, West Bengal.	1150335
2.	Mobile Dispensary at Suri, District –Birbhum, West Bengal.	681750
	Admissible grant in aid for the year 2014-15 for both projects.	1832085

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 (JEEMWAN KALYAN)
 अवधि कार्य (Secretary)
 जयपुर
 Ministry of Health & Family Welfare
 भारत सरकार (Govt. of India)