

By speed post

**F.No.22019/04/2013-NGO**  
**Government of India**  
**Ministry of Tribal Affairs**  
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**Shastri Bhawan, New Delhi 110115**

**Dated the 29<sup>th</sup> February, 2016.**

To

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

Subject: Grant-in-Aid as recurring grant for maintenance and running of ongoing project of Hostel for Scheduled Tribes to Swami Nirmalananda Balabhavan (Sri Ramakrishna Ashrama), At-Kayamkulam, District-Alappuzha, Kerala for 72 ST students towards full & final installment for the year 2013-14 during the current Financial Year 2015-16, under the scheme "GIA to VOs working for the welfare of STs.

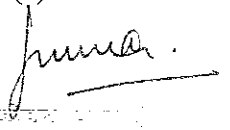

Sir,

I am directed to refer to letter No.27178/PM/13/SCSTDD dated 11/02/2014 from the Government of Kerala, Social Welfare Department and to convey the sanction of the President of India for payment of Grants-in aid of **Rs.9,43,740/-(Rupees Nine Lakh Forty Three Thousands Seven Hundred Forty only)** towards Full & final installment for the year 2013-14 during the current Financial Year 2015-16 in favour of **Swami Nirmalananda Balabhavan (Sri Ramakrishna Ashrama), At-Kayamkulam, District-Alappuzha, Kerala** for maintenance & running of ongoing project of Hostel for Scheduled Tribes 72 students. 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. The grantee organization has submitted utilization certificate of the earlier grant and no utilization certificate is pending against the grantee organization under the scheme. The funds for 2013-14 are sanctioned in the nature of reimbursement. Hence there is no need to furnish the UC as per Note 1 under Rule 212 (1) of GFRs, 2005.

2. 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.

3. 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.

4. 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.

5. 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.

6. The accounts of the organization shall be audited from Chartered Accountants of its own choice.

7. 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.

8. **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/installment 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.

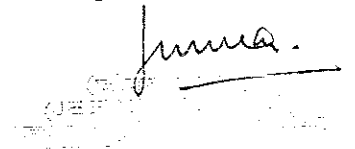
12. **Other payments:** Other payments with regard to implementation of the project of Rs.10,000/- and above, is to be made through cheques by the implementing agency.

13. 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.

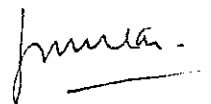
b) The Grant-in-aid may be terminated at any time at the sole discretion of the Government.

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.

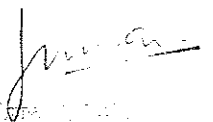


Handwritten signature and official stamp of the Ministry of Tribal Affairs, Government of India.

- 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:-
- 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 Utilization Certificate along with the item-wise break-up.
  - The Audited Accounts of the organization as a whole for the year.
  - Auditor's Report.
- 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.

  
(JETA)  
Ministry of Tribal Affairs

- 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) 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.
- s) 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.
- t) An inspection of the project is conducted within six months.
- u) 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.
- v) It is ensured that no fee is realized from the beneficiaries.
- w) That the organization shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants;
- x) 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;
- y) The organization shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.

  
(Signature)  
Ministry of Tribal Affairs,  
Government of India,  
New Delhi.

14. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of Rs.9,43,740/- (Rupees Nine Lakh Forty Three Thousands Seven Hundred Forty only) for disbursement to the grantee institution through Telegraphic/Electronic transfer to Swami Nirmalananda Balabhavan (Sri Ramakrishna Ashrama), At-Kayamkulam, District-Alappuzha, Kerala in Saving Bank Account No. 10317064869 in State Bank of India, Kayamkulam Branch with IFSC/MICR Code No.SBIN0005626/690002001.

15. The expenditure is debit 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.

16. The sanction is issued with the concurrence of Integrated Finance Division as communicated vide Dy.No.1609/JS&FA/16 dated 17/02/2016. The pattern of assistance governing grant-in-aid has received the approval of the Ministry of Finance.

17. Certified that this sanction has been noted at Sl.No. 50 in the register of grant.

Yours faithfully,



(Jeewan Kumar)

Under Secretary to the Govt. of India

(Stamp)  
(JEEM/KM)  
Under Secretary to the Government of India  
Ministry of Tribal Affairs  
भारत सरकार, नई दिल्ली  
2016-02-17

**Copy for information and necessary action.**

1. The Secretary, Swami Nirmalananda Balabhavan (Sri Ramakrishna Ashrama), At-Kayamkulam, District-Alappuzha, Kerala..
2. The Director of Audit, Central Revenue, I.P. Estate, New Delhi.
3. The Secretary, BC/SC/ST Development Department, Government of Kerala, Secretariat, Trivendrum
4. The Resident Commissioner, Government of Kerala, Kerala Bhawan, New Delhi.
- 5 J.S. & FA's w.r.t. their Dy.No.1609/JS&FA/16 dated 16/02/2016.
6. Bill Copy/Sanction Folder.
7. Director Tribal Research Institute, Government of Kerala, Trivendrum.
8. The District Collector & District Magistrate, **District-Alappuzha, Kerala.**
9. The District Social Welfare Officer, **District- Alappuzha, Kerala.**
10. PPS to Secretary(TA).
11. B&A Section in the Ministry of Tribal Affairs.
12. Auditor General, Accountant General Office, Govt. of Kerala, Trivendrum.
13. PS to MTA
14. PPS to Secretary (TA).
15. CCA, Ministry of Tribal Affairs, New Delhi.
16. The Director, NIC with the request to upload this sanction letter on the website of the Ministry .



**(Jeewan Kumar)**  
**Under Secretary to the Govt. of India**

(सं/स)  
(JEEM) 11/11/16  
अवर सचिव, जनजातीय मामलों के विभाग  
जनजातीय मामलों के विभाग  
Ministry of Tribal Affairs  
भारत सरकार, नई दिल्ली  
2016-02-16

**Annexure to Sanction order No.22019/04/2013-NGO**

<b>Project Name- Hostel at Kayakulam, Distt. Alappuzha, Kerala</b>			
<b>Number of beneficiaries claimed by the organisation-72 (2013-14)</b>			
<b>No. of students for which grants-in-aid is calculated-72</b>			
<b>S. No</b>	<b>Approved items of expenditure as per financial Norms</b>	<b>Expr. repor 2013-14</b>	<b>Admissible grant for the year 2013-14 (72 STs)</b>
1	Warden (1) @ Rs.4000/-(pm)	48000	48000
2	Part-time Teacher -(2) @ Rs.3000/- (p.m.) each	72000	72000
3	Peon-cum-Sweeper-(1) @ Rs.2500/-p.m.	48000	30000
4	Watchman-cum-generator operator (1) @ Rs.2500/-(p.m.)	66000	30000
5	Cook (2) @ Rs.2500/-(p.m.) each	84000	60000
6	Helper to cook (1) @ Rs.1500/-(p.m.)	36000	18000
7	Aya-(1) @ Rs.2500/-(p.m.)	42000	30000
8	Office Asst/ Typist(1) @Rs.2000 p.m.	24000	24000
9	Part time doctor (1) @ Rs.4000/-p.m.	90000	48000
10	Part time Acctt (1) @ Rs.2800/-p.m.	54000	33600
<b>Total Rs.</b>		<b>564000</b>	<b>393600</b>
11	Maintenance of building @ 30% of rent of Rs. 5000/-pm	39612	18000
12	Clothing (2 Uniform sets per student) @Rs.600/-	132216	43200
13	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/-each	1139343	475200
14	Medicine (p.a.) Rs.10000/-	9474	7200
15	Books and Stationery: @ Rs.500/- per student (p.a.)	72029	36000
16	Excursion Rs.20000/- (p.a.)	34185	14400
17	Water & Electricity charges Rs.12000/-(p.a.)	19597	12000
18	Contingencies/Mis. Expdr (including office maintenance)Rs.10000/-(p.a.)	420804	10000
19	Audit Fee Rs.4000/-(p.a.)	4000	4000
20	Cooking Charges Rs.20000/-(p.a.)	184791	14400
21	Cultural Activities Rs.10000/- (p.a.)	63783	7200
22	Conveyance &TA for staff Rs.8000/- (p.a.)	18300	8000
23	Sports & games materials Rs.7500/-	17760	5400
<b>Total</b>		<b>2719894</b>	<b>1048600</b>
<b>Less 10% NGO Contribution</b>			<b>104860</b>
<b>NET TOTAL AMOUNT</b>			<b>943740</b>

**Admissible grant towards full & final instalment for 2013-14 ₹9,43,740/-**  
**Less: Unspent balance ₹Nil**  
**Net Amount admissible for 2008-09 & 2009-10 ₹9,43,740/-**

*Suma*

