

F.No.22019/04/2011-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110115
Dated the 22nd March, 2016

To

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

Subject: Grant-in-Aid to Wayanad Girijana Seva Trust, Mattilayam Post, Veelamunda (Via) Wayanad District, Kerala-670731 as recurring grant for maintenance and running of ongoing project of Residential School for 200 ST students towards full and final installment for the year 2013-14 as a reimbursement of expenditure during the current financial year 2015-16.

Sir,

I am directed to refer to letter No. 27181/PM/13/SCSTDD dated 11.2.2014 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.29,27,145/- (Rupees Twenty Nine Lakh Twenty Seven Thousand One Hundred Forty Five only)** towards full & final installment for the year 2013-14 as a reimbursement of expenditure during the current financial year 2015-16 in favour of **Wayanad Girijana Seva Trust, Mattilayam Post, Veelamunda (Via) Wayanad District, Kerala-670731** for maintenance & running of Residential School for Scheduled Tribes 200 students under the scheme of Grant-in-aid to voluntary organization working for welfare of scheduled tribes. The details of expenditure are enclosed as Annexure-I. .

2. Since the Grant-in-aid is being sanctioned as reimbursement on the basis of actual expenditure incurred, there is no need for submission of utilization certificate for the year 2013-14, as provided in GFR 212. No utilisation certificate is due for rendition. The list of documents to be maintained as per GFR is indicated in Annexure-II.

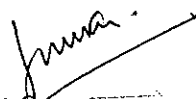
3. The accounts of all grantee Institutions/organisations shall be open to inspection by the sanctioning authority and audit, both by the Comptroller and Auditor-General of India under the provision of CAG (DPC) Act 1971 and internal audit by the Principal Accounts Office of the Ministry or Department, 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:-

- (i) abide by the conditions of the grants-in-aid by the target dates, if any, specified therein; and
- (ii) 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
- (iii) abide by any other conditions specified in the agreement governing the grants-in-aid.

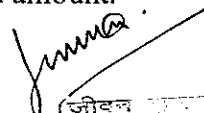
(जीवन)
(JEEVAN)
Secretary
Ministry of Tribal Affairs,
Shastri Bhawan,
Govt. of India, New Delhi

5. The grantee institutions/organizations 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/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.
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. 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.
14. 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 Organisation(VO)/Non-Governmental Organisation (NGO):-
 - a) That the organisation 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) 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.


(जीवन कुमार)
(JEEVAN KUMAR)
ज्यवर सचिव, (Local Secretary)
राज्यपालक विभाग,
Ministry of Tribal Affairs,
भारत सरकार, नई दिल्ली,
Govt. of India, New Delhi

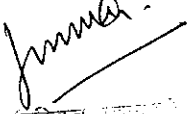
- d) That the organisation will confirm in writing to the effect at the beginning of each financial year that the conditions contained in this document and as revised from time to time for the implementation of this scheme are acceptable to it.
- e) That the Organization will also execute a bond on Non-judicial 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.
- f) That 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.
- g) That the Ministry shall not be liable for any kind of payment to the temporary/regular employees appointed by the organisation for running the project.
- h) 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 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.
- i) 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.
- j) 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.

- k) 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.
- l) 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.
- m) 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.
- n) 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.
- o) 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.
- p) 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/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.
- q) The release of the last instalment of the annual grants will be conditional upon the grantee institutions to provide reasonable evidence or proper utilization of instalment released earlier during the year.
- r) The Voluntary Organisation 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.
- s) In respect of Voluntary Organizations assisted for running educational institutions like residential schools, non-residential schools etc., the organisation shall make efforts for recognition of school/courses by State Governments.
- t) Provisions of General Financial Rule 150(2)(a) would be applicable where the voluntary organization are being provided assistance for the prescribed amount.


(जीवन शक्ति)
(JEEB) (जीवन शक्ति)
अध्यक्ष, जीवन शक्ति
संस्थान, नई दिल्ली
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

- u) 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.
- v) 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.
- w) 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.
- x) That the organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- y) That the organisation shall not charge any fees from the beneficiaries.
- z) 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.
- aa) The organisation shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants.
- bb) 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 VO/NGO and a third party. By accepting the grant, the recipient accepts this condition.
- cc) For all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi.**
- dd) The organisation shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.
- ee) 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

15. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount **Rs.29,27,145/- (Rupees Twenty Nine Lakh Twenty Seven Thousand One Hundred Forty Five only)** for disbursement to the grantee institution through Telegraphic/Electronic transfer to Wayanad Girijana Seva Trust, Mattilayam Post, Veelamunda (Via) Wayanad District, Kerala-670731 **in Saving Bank Account No. 28790001000-42676 in Punjab National Bank, Mananthawadi Wayanad-Dt with RTGS/IFSC/MICR Code No. PUNB0287900 MICR Code No. 24000**

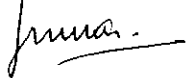

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16. The expenditure is debitable to the Demand No. 98 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities: 02-Welfare of Scheduled Tribes (Sub-Major Head), 796 Tribal Area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

17. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their **Dy.No.5701/JS&FA/2016 dated 18.3.2016**. The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

18. Certified that this sanction has been noted at Sl.No.82 in the register of grant.

Yours faithfully,

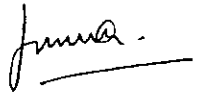


(Jeewan Kumar)

Under Secretary to the Government of India

Copy for information and necessary action.

1. The Secretary, **Wayanad Girijana Seva Trust, Mattilayam Post, Veelamunda (Via) Wayanad District, Kerala-670731..**
2. The Director of Audit, Central Revenue, I.P. Estate, New Delhi.
3. Auditor General, Accountant General Office, Govt. of Kerala, Trivendrum
4. The Secretary, BC/SC/ST Development Department, Government of Kerala, Secretariat, Trivendrum (with the request to inspect the organisation and submit a Inspection report within 6 months).
5. The Resident Commissioner, Government of Kerala, Kerala Bhawan, New Delhi.
6. CCA, Ministry of Tribal Affairs, New Delhi.
7. Bill Copy/Sanction Folder.
8. J.S. & FA's w.r.t. their **Dy.No. 5701/JS&FA/2016 dated 18.3.2016**
9. Director Tribal Research Institute, Government of Kerala, Trivendrum.
- 10.. The Director, NIC with the request to post this sanction letter on the website of the Ministry.
11. The District Collector & District Magistrate, **District-Wayanad, Kerala.**
12. The District Social Welfare Officer, **District- Wayanad, Kerala.**
13. PPS to Secretary (TA).



(Jeewan Kumar)

Under Secretary to the Government of India

(18/03/2016)
SECRETARY
MINISTRY OF TRIBAL AFFAIRS
GOVT. OF INDIA, NEW DELHI

Name of the organization **Wayanad Girijana Seva Trust, Mattilayam Post, Veelamunda (Via) Wayanad District, Kerala-670731**

PROJECT NAME: Residential School at Wayanad District, Kerala-670731			
Number of beneficiaries enrolled in the project-254			
No. of students for which grants-in-aid is calculated- 200 STs			
S.No.	Approved items of expenditure as per financial Norms (for 100 STs)	Expr. Report for the year 2013-14	Admissible grant for the year 2013-14(for 200 STs)
1.	Head Master/ Mistress 1 (Secondary School) @ 6000/-p.m.	72000	72000
2.	Warden (2) @ Rs.4000/-(pm)	96000	96000
3.	Teacher (Primary 6) @ Rs.4000/- p.m.	288000	288000
5.	Teacher(Secondary(8)@ Rs.5000/-p.m.(7) @Rs.4000/-(1)	468000	468000
6.	Peon -(2) @ Rs.2500/-(p.m.)	84000	60000
7.	Cooks -(2) @ Rs.2500/-(p.m.) each	84000	60000
8.	Watchman-(1) @ Rs.2500(pm)	36000	30000
9.	Office Assistant-cum-Typist -(1) @ Rs.2800/-(p.m.)	48000	33600
10.	Doctor-I(Part-time) @ Rs.4,000/-(p.m.)	48000	48000
11.	Helper to Cook (2) @ Rs.1500/-(p.m.)	72000	36000
12.	Aya (2) @ Rs.2500/ p.m.	72000	60000
13.	Sweeper -(2) @ Rs1800/-(p.m)	72000	43200
14.	Accountant -(1) @ Rs.3500/-	60000	42000
15.	Physical Instructor /Games Teacher(1) @ Rs.4000/-(p.m.)	48000	48000
	Total	1548000	1384800
16.	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/-each	2198345	1320000
17.	Medicine @ Rs.10,000/-(p.a.)	20365	20000
18.	Washing Charges (per student) @ Rs.200/-	36210	36210
19.	Excursion @ Rs.20,000/-(p.a.)	66680	40000
20.	Audit fees	20000	4000
21.	Water & Electricity charges 15000/- p.a.	38326	30000
22.	Contingencies/office maintenance 15000/- p.a.	26807	15000
23.	Cooking charges@20000/-	62950	40000
24.	Cultural expenses @ 15000	41500	30000
25.	Clothing Uniforms @900x200	304230	180000
26.	Books and stationery @750/- per student	142373	142373
27.	Conveyance and TA for Staff Rs.10,000/-	12000	10000
	Total	4517786	3252383
	10% NGO contribution		325238
	Net admissible grant		2927145

Juma.

(Signature)

(Stamp)

Authorization Letter for sending Grants -in- aid directly into the Bank Accounts of the organization.

I/We WAYANAD GIRIJANA SEVA TRUST (name of the entity / society / organization) would like to receive the grants in aid disbursed by the, Union Ministry of TRIBAL AFFAIRS directly into the bank Account of the society / institution / organization etc. through electronic mode of transfer
The particular are as under:

Name of the payee

(as in the bank accounts): WAYANAD GIRIJANA SEVA TRUST

Name of the Bank PUNJAB NATIONAL BANK

Bank Branch (full address) MANANTHA WADI BRANCH

State KERALA District WAYAND Pin 670645

Bank Account Number : 2879000100042676

(in Words FOUR TWO SIX SEVEN SIX)

Type of bank Account: SAVING Saving/Current

MI CR code of the Bank: 670024202

Mode of Electronic transfer Available in the Bank -ECS/RTGS/NEFT/
CBS: RTGS

IFSC CODE : PUNB0287900

O. M. BAEURAJ
CHAIRMAN
WAYANAD GIRIJANA SEVA TRUST

WAYANAD GIRIJANA SEVA TRUST
Vellamunda P.O., Vellamunda (Via)
Wayanad Dist. Kerala Pin:670731

Signature of grantee

Name of Grantee

Designation /Rubber stamp

Place: Mattilayam

Date: 21.03.2016

Full Address

(village / sub division/ district/ Pin/ state): WAYANAD GIRIJANA SEVA TRUST

Mattilayam P.O, Vellamunda (VIA) Wayanad Dt Kerala-670731

Telephone Number/Mobile number: 09947421050

Email (if any): wgstrust2002@gmail.com

Juman
(Secretary)
WAYANAD GIRIJANA SEVA TRUST
Vellamunda P.O., Vellamunda (Via)
Wayanad Dist. Kerala Pin:670731

WAYANAD GIRIJANA SEVA TRUST
Vellamunda P.O., Vellamunda (Via)
Wayanad Dist. Kerala Pin:670731

O. M. BAEURAJ
Chairman / Secretary
Wayanad Girijana Seva Trust