



F.No.22032/10/2012-NGO

Government of India
Ministry of Tribal Affairs

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Shastri Bhawan, New Delhi 110001

Dated: 17.03.2016

To

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

Subject:- Grant-in-Aid as recurring expenses for maintenance and running of ongoing projects namely Residential School for 200 Scheduled Tribe students to BIRSHA MUNDA EDUCATION CENTRE (ASHRAMIK), Village- Kranti, PO- Krantihat, District- Jalpaiguri, PIN-735218, West Bengal towards Full & Final Instalment **for the year 2013-14** as reimbursement for expenditure basis during the year 2015-16


Sir,

I am directed to refer to the letter No.2975/BCM/6S-39/2012 dated 29.08.2013 from the Government of West Bengal, Backward Classes Welfare Department on the subject mentioned above and to convey the sanction of the President of India to the payment of grant-in-aid of **Rs.29,42,820/- (Rupees Twenty-nine Lakhs Forty Two Thousand Eight Hundred Twenty only)** towards Full & Final Instalment **for the year 2013-14** as reimbursement for expenditure basis during the year 2015-16 as per details of expenditure enclosed as Annexure-I, after adjusting unspent balance of Rs.Nil for ongoing project of Residential School for 200 Scheduled Tribe students to the organisation BIRSHA MUNDA EDUCATION CENTRE (ASHRAMIK), Village- Kranti, PO- Krantihat, District-Jalpaiguri, PIN-735218, West Bengal under the scheme of Grants-in-aid to voluntary organisations working for the welfare of scheduled tribes. No. utilization certificate is due for rendition. 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.

2. Since the grant has been sanctioned by way of reimbursement of expenditure already incurred on the basis of duly audited accounts, no UC is required in respect of sanctioned amount in terms of Note 1 of Rule No. 212(1) of GFR.

3. 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 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:-


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- (a) abide by the conditions of the grants-in-aid by the target dates, if any, specified therein;
- (b) 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
- (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/organizations shall make reservations for Scheduled Caste, Scheduled Tribes and Other Backward Class persons in posts and services under its control on the lines of instructions issued by the Government of India 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. 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. **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 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 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 cannot be claimed as a matter of right, it depends on sole discretion of Government of India depending on the merit of the project.

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- 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.
- 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 Ministry shall not be liable for any kind of payment to the temporary/regular employees appointed by the organisation for running the project.
- g) 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.
- h) 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.
- i) 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.
- j) 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.

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Ministry of Tribal Affairs,
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