



F.No.22020/02/2014-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110001
Dated: 28.02.2017.

To

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

Subject: Proposal for grant for the year 2015-16 to **Pushpa Convent Education Society, C-537, Pushpa Nagar, Bhopal, Madhya Pradesh** for maintenance & running of ongoing projects **Non-Residential School(Primary) for ST at Brijesh Nagar, Block-Ichhawar, District-Sehore, Madhya Pradesh** for release of recurring grant under the scheme of Grant in Aid to VOs working for the Welfare of ST.

Sir,

I am directed to refer to the letters No.10/03/2014/25-2 dated 18.03.2016 from the Government of Madhya Pradesh, Scheduled Tribe Welfare Department to convey sanction of the President of India for release of Grants-in aid of **Rs. 9,36,090/- (Rupees Nine lakh thirty six thousand ninety only)** as expenditure towards recurring expenditure after adjusting unspent balance of Rs.Nil towards Full & Final Instalment for the year 2015-16 for running and maintenance of ongoing Non-Residential School for 100 ST students at Brijesh Nagar, Block-Ichhawar, District-Sehore, Madhya Pradesh during the current financial year 2016-17 to the Secretary, PUSHPA CONVENT EDUCATION SOCIETY, C-537, Pushpa Nagar, Bhopal, PIN-462010, Madhya Pradesh. The details of recurring expenditure enclosed Annexure-I. The last grant for the year 2014-15 amounting to Rs 877829/- was released during 2016-17 vide sanction order No. 22020/02/2014-NGO dated 30.11.2016 by way of reimbursement. Therefore, no utilization certificate is required in terms of Note 1 under the Rule 212(1) of the GFRs. No utilisation 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 above 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 grant in aid sanctioned for 2015-16 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.

(रीमा शर्मा)
(REEMA SHARMA)
अवर सचिव/Under Secretary
जनजातीय कार्य मन्त्रालय
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Government of India, New Delhi

4. The grantee organization has certified that all the terms & conditions incorporated in the last sanction order have been complied with, and if any violation of the conditions comes to the notice of the Ministry, the grantee institution shall be liable for legal action.

5. The members of the executive committee of the grantee organization has executed bond 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;
- (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 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.

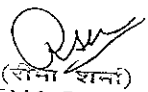
6. Institutions/organizations receiving grants should, irrespective of the amount involved, be required to maintain subsidiary accounts of the Government grant and furnish to the Accounts Officer a set of audited statement of accounts. These audited statements of accounts should be required to be furnished after utilization of the grants-in-aid or whenever called for. The audited statements of accounts have been submitted by the organization.

7. The accounts of the organisation have been audited by Chartered Accountants of its own choice and in this case by Pramod Champalal, & Co Chartered Accountants, 4th floor, Post No. 30, Manya Arcade, Zone-2 M.P Nagar Bhopal.

8. Provisions of General Financial Rule 211(2)(a) would be applicable where the voluntary organization are being provided assistance for the prescribed amount

9. The grant in aid is sanctioned under the scheme subject to fulfillment of following terms & conditions of the scheme by the VO/NGO and the organization has certified that all the terms & conditions mentioned in the last sanction order have been complied with:-

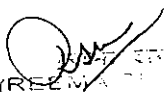
- a) That the organisation which intends to receive the Grant-in-aid under the Scheme, will fulfill the eligibility criteria as specified in para 2 of the scheme.
- b) The grantee institutions/organization shall make reservations for the Scheduled Caste, Scheduled Tribes and Other Backward Class persons 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.
- c) Salary of Staff: Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.
- d) 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.
- e) 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.


(REEMA SHARMA)
अवर सचिव/Under Secretary
जनजातीय मामलों का विभाग
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- f) 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.
- g) That the Ministry is/ shall not be liable for any kind of payment to the temporary/regular employees appointed by the organisation for running the project.

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 have the accounts of the grant-in-aid audited either by Govt Auditor or Chartered Accountant (Pramod Champalal, Chartered Accountants, 4th floor, Plot No. 30, Manya Arcade, Zone-2 M.P Nagar Bhopal) and supplied the 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 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.
- k) 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.
- l) 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.
- m) 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.
- n) 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 has been furnished to the Ministry, along with the audited accounts.


(RECEIVED BY SECRETARY)
अथवा सचिव (Secretary)
जनजात विभाग (Ministry of Tribal Affairs)
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

- o) The Voluntary Organisation 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.
- p) 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.
- q) The organization shall 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.
- r) 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.
- s) 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.
- t) That the organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- u) That the organisation shall not charge any fees from the beneficiaries.
- v) The organisation shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants.


The organisation shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.

10. 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.

11. 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. For all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi.

12. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of Rs.936090/- (Rupees Nine lakhs thirty six thousand ninety only) for disbursement to the grantee institution - Pushpa Convent Education Society, C-537, Pushpa Nagar, Bhopal, Madhya Pradesh through RTGS in Saving Bank Account No.55005102691 in State Bank of Pattiyala, Branch at T.T Nagar Bhopal(MP)-462010 and MICR Code 462007002 with IFSC ST80000548, directly.

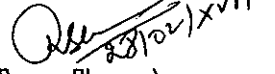
13. The expenditure is debitable to the Demand No. 89 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities: 02-Welfare of Scheduled Tribes (Sub-Major Head), 796 Tribal Area Sub Plans (Minor Head) - 13 Umbrella Scheme for Development of STs: Van Bandhu Kalyan Yojana; 02- Aid to Voluntary Organizations working for the welfare of Scheduled Tribes: 13.02.31 Grants-in-Aid General (Plan) for the year 2016-17.


 (सीमा शर्मा)
 (REEMA SHARMA)
 अवर सचिव/Under Secretary
 जनजातीय कल्याण विभाग
 Ministry of Tribal Affairs
 भारत सरकार, नई दिल्ली
 Govt. of India

14. The sanction is issued with the concurrence of Integrated Finance Division as communicated vide Dy.No. 681/JSBFA/17 dated: 25.02.2017. The pattern of assistance governing grant-in-aid has received the approval of the Ministry of Finance.

15. Certified that this sanction has been noted at Sl.No. 193 in the register of grant.

Yours faithfully,



(Reema Sharma)

Under Secretary to the Govt. of India

(रीमा शर्मा)

(REEMA SHARMA)

अवर सचिव/Under Secretary

जनजातीय कार्य मन्त्रालय

Ministry of Tribal Affairs

भारत सरकार, नई दिल्ली

Govt. of India, New Delhi

Copy for information and necessary action: -

1. The Secretary, Secretary, PUSHPA CONVENT EDUCATION SOCIETY, C-537, Pushpa Nagar, Bhopal, PIN-462010, Madhya Pradesh
2. The Director General of Audit, Central Revenues, I.P. Estate, New Delhi.
3. The Principal Secretary, Scheduled Tribes Welfare Department, Government of Madhya Pradesh, Bhopal.
4. The Director, Tribal Research Institute, Government of Madhya Pradesh, Bhopal.
5. The District Collector, District-BETUL (Madhya Pradesh).
6. The District Social Welfare Officer, District- BETUL (Madhya Pradesh).
7. The CCA, Ministry of Tribal Affairs, New Delhi.
8. The Secretary, Ministry of Tribal Affairs, New Delhi.
9. Bill Copy/Sanction Folder.
10. B&C Section.
11. I.F.D Wing with reference to their Dy.No 681/JSBFA/17 dated: 25.02.2017
12. The Resident Commissioner, Government of M.P., M.P. Bhavan, New Delhi.
13. The Principal Accountant General, Accountant General Office, Bhopal, Madhya Pradesh.
14. NIC with request to place the sanction letter on the website of this Ministry for at least three months.

Calculation sheet


PROJECT NAME- Non-Residential School at Brijesh Nagar Block-Ichhawar District-Sehore, MP

No. of students enrolled – 103 ST Students

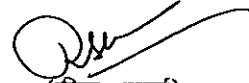
No. of students for which grants-in-aid is calculated –100 ST students for 2015-16

RECURRING:

S.N	Approved items of expenditure as per financial Norms	Exp. Reported for the year 2015-16	Admissible Grant for 2015-16 for 100 STs
1.	Head Master/ Mistress I (Primary School) @ 5000/-p.m.	60000	60000
2.	Teacher (Primary) (6) @ Rs.4000/- p.m.	288000	288000
3.	Peon -(1) @ Rs.2500/- (p.m.)	24000	24000
4.	Part-Time Cooks -(1) @ Rs.1500/- (p.m.)	48000	18000
5.	Watchman-cum-Sweeper(1)@Rs.2500/- p.m.	0	0
6.	Office Assistant-cum-Typist -(1) @ Rs.2800/- (p.m.)	48000	33600
7.	Doctor -(Part-time) @ Rs.2000/- (p.m.)	48000	24000
8.	Accountant -(1) @ Rs.3500/- (p.m.)	48000	42000
9.	Physical Instructor /Games Teacher(1) @ Rs.4000/- (p.m.)	48000	48000
10.	Rent of Building @ Rs.4000/- (p.m.) (Rural Area) for Primary School Rent Agreement(p.264-266/C)& Rent Assessment Certificate of PWD	120000	48000
11.	Mid-Day Meal per working day @Rs.10/-per student for 10 months (for 100 STs) (10X22X100)	398564	220000
12.	Medicine @ Rs.8000/- (p.a.)	43265	8000
13.	Excursion @ Rs.15,000/- (p.a.)	38562	15000
14.	Conveyance and TA for Staff Rs.6,000/- (p.a.)	28564	6000
15.	Water & Electricity charges Rs.10000/- (p.a.)	17418	10000
16.	Contingencies/office maintenance Rs.10000/- (p.a.)	35264	10000
17.	Cooking Charges Rs.8000/- (p.a.)	10200	8000
18.	Audit Fee Rs.4000/- (p.a.)	5000	4000
19.	Cultural Expenses p.a. Rs.6000/-	21482	6000
20.	Sport & Games Equipment's @Rs.2500/- (p.a.)	14068	2500
21.	Clothing (3 Uniform sets per student) @ Rs.900/- (p.a.)	183265	90000
22.	Books and Stationery: @ Rs.750/- per student	148565	75000
	Total	1676217	1040100
	Less 10% contribution by NGO		104010
	Net grant to be released towards full and final installment for the year 2015-16		936090


 (रीमा शर्मा)
 (REEMA SHARMA)
 अवर सचिव/Under Secretary
 जनजातीय कार्य मन्त्रालय
 Ministry of Tribal Affairs
 भारत सरकार, नई दिल्ली
 Govt. of India, New Delhi

1. Admission Register of students.
2. Attendance Register of Students & Member of the Staff.
3. Stock Register Consumables & Non-Consumable items.
4. Records showing the details of daily consumption of food articles.
5. Register showing issue of medicine to the students and dates of visits of the doctor.
6. Register reflecting issue of uniforms and books or stationery items to the students.
7. Honorarium Payment Register.
8. Bio-data/Personal files of both teaching and non-teaching staff.
9. Stock Register/Ledger and Vouchers Registers.
10. Maintenance of year-wise records of Minutes of the General Body and Managing Committee.



(रीमा शर्मा)
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Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

ANNEXURE - VI

(We Pushpa Convent Education Society, Bhopal (Organization Name) would like to receive the sums disbursed by the Ministry of Tribal Affairs electronically to our bank account detailed below. The account number duly verified by the bank on their letter and seal is enclosed.)

Name of the payee as in bank account	Address	District	Pin Code	State	Tele No. with STD code	Fax No.	E-mail Address	Name of the Bank	Bank Branch (full address with tele no.)	Bank A/c No.	Account Type	Modes of Electronic transfer available in bank branch (RTGS/NEFT/ECS/CBS)	IFSC Code	MICR Code
Pushpa Convent Education Society, Bhopal	C-537 Pushpa Nagar Colony, Station Area, Bhopal (M.P.)	Bhopal	462010	M.P.	0755-2757608			State Bank of Patiyala,	T.T. Nagar Br. Bhopal	55005102691	Saving	RTGS/ NEFT/ECS/CBS	5TB0000548	462007002

(रीमा शर्मा)
 REEMA SHARMA
 अवर सचिव Under Secretary
 जनजातीय मामलात मंत्रालय
 Ministry of Tribal Affairs
 भारत सरकार Government of India
 New Delhi

Signature (Name) *L.S. Loah*
 Organization *P.C.F.S. Bhopal*

SECRETORY
 S. EDUCATION SOCIETY
 BHOPAL (M. P.)