

F.No.22036/03/2017-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110001
Date: 30th October, 2017

To

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

Subject: Grant-in-aid towards full & final instalment for the year 2015-16 to Bharat Sevashram Sangh (Pakur Branch), AT/PO-Pakur, District : Pakur, Pin 816107, Jharkhand for maintenance & running of on going project namely **Residential School** for 100 ST students and Computer Training Centre for 30 students as recurring grant towards release of First Instalment for the year 2015-16 as a reimbursement of expenditure during the current financial year 2017-18. **as full and final instalment** for the year 2015-16 on reimbursement basis during the current year 2017-18, under the scheme of "Grants-in-aid to voluntary organizations working for the welfare of scheduled tribes."

Sir,

I am directed to refer to letter no.7/NGO(CENTRE)-01/15 dated 13.7.2017 from Government of Jharkhand, Welfare Department on the subject mentioned above and to convey the sanction of the President of India and to release **Rs 20,53,300/- (Twenty Lakh Fifty Three Thousand Three Hundred Only)** towards full and final instalment for the year 2015-16 on reimbursement of expenditure basis during the current financial year 2017-18 as per details of expenditure enclosed at Annexure-I, after adjusting unspent balance of Rs. NIL/-- to Bharat Sevashram Sangh (Pakur Branch), AT/PO-Pakur, District : Pakur, Pin 816107, Jharkhand for maintenance & running of on going project namely **Residential School** for 100 ST students and Computer Training Centre for 30 students **as full and final instalment** for the year 2015-16(NGO Darpan Unique ID **JH/2016/0100606**). The GIA for the year 2014-15 amounting to Rs.21,16,540/- was released during 2016-17 vide sanction Order No 22014/1/2012-NGO dated 13.01.2017 by way of reimbursement. No utilisation certificate is required in terms of Rule 238(3) OF GFRs 2017. No utilisation certificate is due for rendition. The grant-in-aid shall be subject to provisions of GFR-2017 and the terms and conditions of scheme. 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 Rule No. 238(3) of GFR, 2017.

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 grantee organization has certified that all the terms & conditions incorporated in the last sanction order have been complied with, and if any violation of

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New Delhi

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:-

- (g) abide by the conditions of the grants-in-aid by the target dates, if any, specified therein;
- (h) 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
- (i) 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.

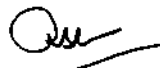
6. Institutions/organizations receiving grants should, irrespective of the amount involved, be required to maintain subsidiary accounts of the Government grant and furnish to the Accounts Officer a set of audited statement of accounts. These audited statements of accounts should be required to be furnished 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 M/s Saumitra Sarkar & Associates., Chartered Accountants, Malda, West Bengal.

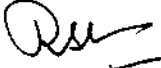
8. Provisions of General Financial Rule 236(2)(i) of GFR,2017 would be applicable where the voluntary organization are being provided assistance for the prescribed amount.

9. The grant in aid is sanctioned under the scheme subject to fulfilment 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) Salary of Staff: Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.
- c) 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.
- d) 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.
- e) 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.


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Govt. of India, New Delhi

- f) 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. The accounts of the organisation have been audited by Chartered Accountants of its own choice and in this case by (M/s Saumitra Sarkar & Associates., Chartered Accountants, Malda, West Bengal), 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.
- g) 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.
- h) 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.
- i) 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.
- j) 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.
- k) 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
- l) 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.
- m) 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


(REJUNIA KESHARMA)
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respect of this grant and a copy thereof has been furnished to the Ministry, along with the audited accounts.

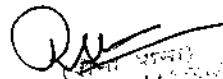
- n) The Voluntary Organisation should liaise with District Administration for convergence of other existing services for the welfare of Scheduled Tribes. It should also maintain contact and seek cooperation of local Panchayati Raj Institutions. It should also have institutional arrangements for seeking community participation.
- o) 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.
- p) 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, NGO Darpan Unique ID, year of beginning of project, total project cost borne by MoTA, Location, Name of the NGO with its headquarters..
- q) 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.
- r) 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.
- s) That the organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- t) That the organisation shall not charge any fees from the beneficiaries.
- u) 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. Rule 87 "Direct Benefit Transfer" of General Financial Rule, 2017, wherein applicable, shall be complied with.


(REEM) (SECRETARY)
अवर सचिव (REEM) सचिव
जनजातीय मामलों के विभाग
Ministry of Tribal Affairs
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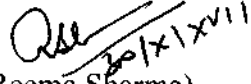
13. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs 20,53,300/- (Twenty Lakh Fifty Three Thousand Three Hundred Only)** for disbursement to the grantee institution through electronic mode of transfer to **Bharat Sevashram Sangh (Pakur Branch), AT/PO-Pakur, District : Pakur, Pin 816107, Jharkhand in Account No 11440441737 in State Bank of India, Branch at Pakur, Jharkhand and IFSC Code of the Bank-SBIN0000149, directly.**

14. The expenditure is dubitable to the Demand No. 96 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) – 21 Umbrella Programme for Development of STs: Van Bandhu Kalyan Yojana; 03- Aid to Voluntary Organisations working for the welfare of Scheduled Tribes: 21.03.31 Grants-in-Aid General (Plan) for the year 2017-18.

15. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their Dy.No.10366/IS&FA/2017 dated 11.10.2017.The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance

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

Yours faithfully,


(Reema Sharma)

Under Secretary to the Govt. of India
(निम्न शर्मा)

(REEMA SHARMA)
अवर सचिव, Under Secretary
जनजातीय कल्याण मंत्रालय
Ministry of Tribal Affairs
राज्य शासक, राँची, झारखण्ड
Ranchi

Copy for information and necessary action.

1. The Secretary Bharat Sevashram Sangh (Pakur Branch), At/PO-Pakur, Distt-Pakur, Pin-816107, Jharkhand
2. The Secretary, Welfare Department, Govt. of Jharkhand, Ranchi (with the request to inspect the organization and submit a Inspection Report within 6 months).
3. The Director of Audit, Central Revenues, I.P. Estate, New Delhi.
4. Accountant General, Accountant General's Office, Govt. of Jharkhand, Ranchi.
5. The Commissioner, Tribal Development Department, Govt. of Jharkhand, Ranchi
6. Director, TCR&I, Govt. of Jharkhand, Ranchi.
7. The Resident Commissioner, Govt. of Jharkhand, Jharkhand Bhawan, New Delhi.
8. Integrated Finance Division (IFD).
9. Bill Copy/Sanction Folder.
10. Director Tribal Research Institute, Govt. of Jharkhand, Ranchi.
11. The Deputy Commissioner, District- Pakur, Jharkhand.
12. The District Tribal Welfare Officer, District- - Pakur, Jharkhand..
13. The Chief Controller of Accounts, Ministry of Tribal Affairs.
14. The Director, NIC, Ministry of Tribal Affairs with request to upload this sanction letter on the website of the Ministry.

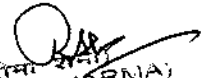
BSS Pakur Branch, Jharkhand

PROJECT NAME- Residential School, Vill-Jambad, PO-Hiranpur, Distt-Pakur, Jharkhand.


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

(RECURRING HONORARIUM for the year 2015-16)

S. No	Approved items of expenditure as per financial Norms	Expenditure reported for 2015-16	Admissible grant for 2015-16
1	Head Master/ Mistress 1 (Primary School) @ 5000/-p.m.	60000	60000
2	Warden (1) @ Rs.4000/-(pm)	48000	48000
3	Teacher (Primary (6) @ Rs.4000/- p.m.	288000	288000
4	Peon -(1) @ Rs.2500/-(p.m.)	30000	30000
5	Cooks -(2) @ Rs.2500/-(p.m.) each	60000	60000
6	Watchman-(1) @ Rs.2500/-(p.m.)	30000	30000
7	Office Assistant-cum-Typist -(1) @ Rs.2800/-(p.m.)	33600	33600
8	Doctor -(Part-time) @ Rs.4,000/-(p.m.)	48000	48000
9	Helper to Cook (1) @ Rs.1500/-(p.m.)	18000	18000
10	Aya (1) @ Rs.2500/ p.m.	30000	30000
11	Sweeper -(2) @ Rs1800/-(p.m.)	43200	43200
12	Accountant -(1) @ Rs.3500/-(p.m.)	42000	42000
13	Physical Instructor /Games Teacher(1) @ Rs.4000/-(p.m.)	48000	48000
	Total salary	778800	778800
14	Maintenance of the building as per guidelines (30% of rent norms i.e. Rs 5000/- p.m.)	15970	0
15	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/-each	663829	660000
16	Medicine @ Rs.10,000/-(p.a.)	10274	10000
17	Washing Charges (per student) @ Rs.200/-(p.a.)	21106	20000
18	Excursion @ Rs.20,000/-(p.a.)	22827	20000
19	Conveyance & TA for Staff Rs.10,000/-(p.a.)	10260	10000


 (REEMA SHARMA)
 Secretary
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 शिक्षण विभाग
 पाकुर जिला
 झारखण्ड

21	Contingencies/office maintenance Rs.15,000/- (p.a.)	15762	15000
22	Cooking Charges Rs.20,000/-(p.a.)	24702	20000
23	Water & Electricity Charges @ Rs. 15000/- pa	15922	15000
24	Audit Fee Rs.4,000/-(p.a.)	0	0
25	Cultural Expenses p.a. Rs.15000/-	19091	15000
26	Sport & Games Equipment's (p.a.)	8060	7500
27	Clothing (3 Uniform sets per student) @ Rs.900/-(p.a.)	95852	90000
28	Books and Stationery: @ Rs.750/- per student	75455	75000
		999110	957500
Total		1777910	1736300
Grants admissible (100% as the project is in Scheduled Area)			1736300
10% NGO contribution			0
Net grant for the year 2015-16			1736300


 (रीमा शर्मा)
 (REEMA SHARMA)
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 Ministry of Tribal Affairs
 भारत सरकार / Government of India
 Govt. of India

BSS Pakur Branch, Jharkhan


Project Name- Computer Training Centre at Gandhi Chowk, PO/Distt-Pakur, Jharkhand.

No. of Beneficiaries for which grant in aid is calculated: 30 Students for 2015-16 (as per previous year)

Sl.No	Approved items of expenditure as per financial Norms	Expenditure for the year 2015-16	Admissible grant for the year 2015-16
1.	Instructor-cum-System Manager (1) @ Rs.10000/- pm	258000	120000
2.	Assistant Instructor-cum-Junior Programmer (1) @ Rs.7500/- pm		90000
3.	Part Time Accountant-cum-Office Assistant(1) @ Rs.1500/- pm		18000
4.	Watchman-cum-Cleaner (1) @ Rs.2500/- pm		30000
5.	Library, Stationary, Floppy @ Rs. 10,000/- pa	15025	10000
6.	Miscellaneous Charges(Advertising, recruitment, Selection of Students for courses @ Rs. 15000/- per annum	16053	15000
7.	TA/DA for Computer Faculty Expert @ Rs. 15000/- pa	18605	15000
8.	Maintenance from 2 nd Year of the purchase of the Hardware @Rs.15000/- p.a.	20285	15000
9.	Rent of Building(Rented Building)	48000	0
10.	Audit Fee @Rs.4000/- p.a.	4000	4000
	Total	379968	317000
	Grants admissible(100% as the project is in Scheduled Area)		317000
	10% NGO contribution		0
	Net grant admissible grant for the year 2015-16		317000

Summary of Calculations for the year 2015-16

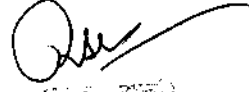
Sl. No.	Name of the Project	Total Admissible Grant for 2015-16
1.	Residential School (Primary) at Hiranpur, Pakur	1736300
2.	Computer Centre at Gandhi Chowk, Pakur	317000
	Total Grant to be released	2053300


 (KREEMA SHARMA)
 अवर सचिव / Under Secretary
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 Ministry of Tribal Affairs
 भारत सरकार, नई दिल्ली
 Govt. of India, New Delhi

ANNEXURE-II

LIST OF REGISTER TO BE MAINTAINED

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.



(रेखा शर्मा)
(REENA SHARMA)
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Govt. of India, New Delhi