



F.No.22023/01/2017-NGO
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110001
Dated: November, 2017

To


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

Sub: Grant-in-Aid towards full and final instalment for the year 2016-17 to **Ramakrishna Mission Ashrama, Cherrapunjee (Sohra), PO-Cherra Bazar, District-East Khasi Hills-793111, Meghalaya** for running & maintenance of ongoing projects namely (i) Higher Secondary School (Non Residential School) (ii) 22 Secondary schools (Non Residential Schools) (iii) Hostel for Boys, (iv) Hostel for Boys & Girls (v) Charitable Dispensary (vi) Mobile Dispensary-I (vii) Mobile Dispensary-II (viii) Library (ix) Computer Training Centre and (x) Tailoring Training Centre (partially for tailoring centre) on Budget estimates basis during current financial year 2017-18 under the scheme of "Grants-in-aid to voluntary organizations working for the welfare of STs".

Sir,

I am directed to refer to State Government of Meghalaya's letter No. SW(S)/78/2014/453 dated 20.12.2016 and to convey the sanction of the President of India to Grants-in-aid of **Rs.2,95,43,847/- (Rupees Two Crore Ninety Five Lakh Forty Three Thousand Eight Hundred Forty Seven only)** towards **2nd and final instalment for the year 2016-17 during the year 2017-18** on reimbursement of expenditure basis during the current financial year 2017-18 as per details of expenditure enclosed at Annexure-I(A) to I(J), after adjusting unspent balance of Rs.NIL/- to **R.K. Mission Ashrama, Cherrapunjee, PO-Cherrabazar, Distt-East Khasi Hills-793 111, Meghalaya (NGO Darpan Unique ID- ML/2015/0088539)** for maintenance and running of ongoing projects of (i)Higher Secondary School (Non-Residential School), (ii) 22 Nos. Secondary Schools (Non-Residential Schools), (iii) Hostel for Boys, (iv) Hostel for Boys & Girls,(v)Charitable Dispensary, (vi) Mobile Dispensary -I, (vii) Mobile Dispensary-II, (viii) Library, (ix) Knitting, Weaving & Tailoring Training Centre and (x) Computer Training Centre under the scheme of Grants-in-aid to voluntary organisations working for the welfare of scheduled tribes. The last grant for the year 2016-17 (1st instalment for 2016-17) amounting to Rs.2,95,74,610/- was released during 2016-17 on budget estimate basis vide Sanction Order 22023/01/2017-NGO dated 29.03.2017 and Utilization certificate for the same has been submitted. No utilization certificate is due for rendition. The grant-in-aid shall be subject to provisions of GFR-2017 and terms & 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 2016-17 (2nd and final instalment) in terms of Rule No. 238(3) of GFR, 2017.


(REEMA SHARMIA)
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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 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.

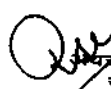
7. The accounts of the organisation have been audited by Chartered Accountants of its own choice and in this case by M/s N. C. DAS & CO., Chartered Accountants, Goswami Building (2nd Floor) S.C. Goswami Road, Guwahati, Assam-781001.

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. Utilisation certificate in the prescribed form under GFR-19A duly signed by the competent authority relating to previous grants is enclosed herewith.

10. 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) Salary of Staff: Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.


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- 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 to it.
- 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 shall have the accounts of the grant-in-aid audited either by Govt. Auditor or Chartered Accountant (M/s N. C. DAS & CO., Chartered Accountants, Goswami Building (2nd Floor) S.C. Goswami Road, Guwahati, Assam-781001), 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.



(रिमा शर्मा)
(REEMA SHARMA)
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- 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 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 get 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 of project, 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 reputed dealers at competitive prices 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.

11. 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.

12. 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.

13. Rule 87 "Direct Benefit Transfer" of General Financial Rules, 2017, wherever applicable, shall be complied with.



 (सेवा सचिव)
 REEMA SHARMA
 Secretary
 जनसंवादन, वन्य जीव संरक्षण
 Ministry of Tribal Affairs
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14. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of Rs.2,95,43,847/- (Rupees Two Crore Ninety Five Lakh Forty Three Thousand Eight Hundred Forty Seven only) for disbursement to the grantee institution through electronic mode of transfer to Ramakrishna Mission Ashrama, Cherrapunjee (Sohra), PO-Cherra Bazar, District-East Khasi Hills-793111, Meghalaya in Account No. 11861827304 in State Bank of India, Branch at Cherrapunjee, P.O. Cherrabazar, Distt.- East Khasi Hills, Meghalaya and IFSC Code- SBIN0009116 directly.

15. The expenditure is debitable 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 Scheduled Tribes: 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.

16. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their Dy.No.9003/JS&FA/2017 dated 24/10/2017. The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

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

Yours faithfully,


(Reema Sharma)

Under Secretary to the Government of India

(REEMA SHARMA)
अवर सचिव/Under Secretary
जनजातीय कार्य मन्त्रालय
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
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Copy for information and necessary action: -

1. The Secretary, R.K. Mission Ashrama, Cherrapunjee, PO-Cherrabazar, Distt-East Khasi Hills-793 111, Meghalaya.
2. The Director General of Audit, Central Revenues, I.P. Estate, New Delhi.
3. The Secretary, Social Welfare Department, Govt. of Meghalaya, Shillong. (with the request to inspect the organisation and submit the Inspection Report within 6 months)
4. The Director, Tribal Research Institute, Govt. of Meghalaya, Shillong.
5. The Deputy Commissioner, District- East Khasi Hills, Shillong, Meghalaya.
6. The District Tribal Welfare Officer, District- East Khasi Hills, Shillong, Meghalaya.
7. Chief Controller of Accounts, Ministry of Tribal Affairs, New Delhi.
8. Bill Copy/Sanction Folder.
9. Integrated Finance Division (IFD).
10. The Resident Commissioner, Govt. of Meghalaya, Meghalaya Bhawan, New Delhi.
11. Accountant General, Accountant General's Office, Govt. of Meghalaya, Shillong.
12. The Director, NIC, Ministry of Tribal Affairs with request to post this sanction letter on the website of the Ministry for at least three months.

Annexure-1(A)
Sanction Order No.22023/01/2017-NGO

Calculation for the year 2016-17: Higher Secondary School (Non-Residential School)
Name of NGO: **Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya**

Name of the Project: **Higher Secondary School (Non-Residential School)**

Number of students claimed by the NGO: **1142 STs Students**

Number of students for which grant has been calculated: **757 STs Students**

Sl.No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 505/c	Admissible grant for 2016-17 for 757 students
Recurring (Honorarium)			
1.	Asstt. Teachers (10) @ Rs.5000/-p.m. (Secondary) (for 319 Students)	604654	600000
2.	Watchman-cum-Sweeper (4) @ Rs.2500/- per month each	120249	120000
3.	Bus Drivers (4) @ Rs.2500 per month each	120396	120000
4.	Handiman/cleaner (4) @ Rs.1500/- per month each	72200	72000
5.	Part time Doctor (8) @ Rs.2000/-p.m.	192000	192000
6.	Salary for Motor Mechanic	0	0
7.	Physical Instructor/Game Teacher (4) @ Rs.4000/-pm	195427	192000
	Total Honorarium	1304926	1296000
8.	Maintenance of Building @ 30% of Rs.5000/- per month for Secondary School in rural area	48648	18000
9.	Mid-day meal @ Rs.10/- per student for 22 days in a month for 10 months (10x22x10x757)	1663186	1663186
10.	Medicine @ Rs.8,000/-p.a. (per 100 students)	60560	60560
11.	Clothing @ Rs.900/- per students (3 sets of uniforms per students)	681321	681300
12.	Books & Stationery @ Rs.750/- per annum per students	568364	567750
13.	Excursion @ Rs.15,000/-per annum per 100 students	113554	113550
14.	Conveyance TA for staff @ Rs.6000/- per annum	21265	6000
15.	Water & electricity charges @ Rs.10,000/- per annum per 100 students	141945	75700
16.	Contingencies/Misc. Expd. including Office maintenance @ Rs.10000/- per annum	26478	10000
17.	Audit fee @ Rs.4000/- per annum	4000	4000
18.	Cultural activities @ Rs.6000/- per annum per 100 students	48357	45420
19.	Maintenance & repair of school buses @ Rs.700/- per month per bus (for 4 buses)	327102	33600
20.	POL for school buses @ Rs.2000/- per month per bus (for 4 buses)	397650	96000
21.	Games & sports equipments @ Rs.2500/- per annum per 100 students	23352	18925
22.	Maintenance of Cultural Hall	0	0
	Total	4125782	3393991
	Grand Total	5430708	4689991



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

Calculation of admissible grants for the year 2016-17

Total qualifying expenditure for the year 2016-17	4689991
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	4689991
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2 nd Instalment	4689991



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

Annexure-1(B)
Sanction Order No.22023/01/2017-NGO

Calculation for the year 2016-17: 22 Nos. Secondary schools (Non-Residential Schools)
Name of NGO: Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills,
Meghalaya
Name of the Project: 22 Secondary schools (Non-Residential Schools)
Number of students claimed by the NGO: 7001 ST students
Number of students for which grant has been calculated: 7001 ST students

Sl. No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 505/c	Admissible grant for 2016-17 for 7001 ST students
Recurring (Honorarium)			
1.	Head master (Primary) @ Rs.5000/- per month each	0	0
2.	Head master (Secondary 22) @ Rs.6000/- per month each	1584256	1584000
3.	Teacher (primary) @ Rs.4000/- p.m. each	0	0
4.	Teacher (200) Secondary @ Rs.5000/- p.m. each (taking 1 teacher on average 35 students)	11991077	11991077
5.	Peon (22) @ Rs.2500/- p.m. each	660667	660000
6.	Watchman-cum-Sweeper (22) @ Rs.2500/- p.m. each	657771	657771
7.	Office-Asstt. Typist (22) @ Rs.2800/- p.m. each	738230	738230
8.	Part time Doctors (22) @ Rs.2000/- p.m.	528000	528000
9.	Drivers (3) @ Rs.2500/- p.m. each	90410	90000
10.	Handiman/cleaner (3) @ Rs.1500/- p.m. each	54000	54000
11.	Physical Instructor/Game Teacher (22) @ Rs.4000/- p.m. each	1058201	1056000
12.	Salary for Motor Mechanic	0	0
13.	Accountant (22) @ Rs.3500/- p.m. each	923536	923536
	Total Honorarium	18286148	18282614
14.	Maintenance of Building @ 30% of rent of Rs.5000/- per month for each school (22 Secondary Schools)	1502722	396000
15.	Mid-day meal @ Rs.10/- per student for 22 days in a month for 10 months (10x22x10x7001)	15399852	15399852
16.	Medicine @ Rs.8000/-p.a. per 100 students	560080	560080
17.	Uniforms (3 sets of uniforms per students @ Rs.900/- per student	6301009	6300900
18.	Books & Stationery @ Rs.750/- per students	5251996	5250750
19.	Excursion @ Rs.15000/- per 100 students	1050575	1050150
20.	Conveyance TA for staff @ Rs.6000/- per annum per school (for 22 schools)	414359	132000
21.	Water & electricity charges @ Rs.10000/- per annum per 100 students	1182064	700100
22.	Contingencies/Misc. Expd. including Office maintenance @ Rs.10000/- per annum per school (for 22 Schools)	230401	220000
23.	Audit fee	0	0
24.	Cultural activities @ Rs.6000/- per annum per 100 students	420228	420060
25.	Maintenance & repair of vehicles (3) @ Rs.700/- p.m. for each vehicle	256593	25200
26.	POL for school buses (3) @ Rs.2000/- per month for each bus	153550	72000
27.	Games & sports equipments @ Rs.2500/- per annum per 100 students	175950	175025
	Total	32899379	30702117
	Grand Total	51185527	48984731

Calculation of admissible grant for the year 2016-17

Total qualifying expenditure for the year 2016-17	48984731
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	48984731
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2nd Instalment on reimbursement	48984731



(रीमा शर्मा)
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Govt. of India, New Delhi

Calculation for the year 2016-17: Hostel for Boys (Hostel-I)


Name of NGO: **Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya**

Name of the Project: **Hostel for Boys (Hostel-I)**

Number of students claimed by the NGO: **104 ST students**

Number of students for which grant has been calculated: **100 ST Students (last year funded)**

Sl. No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 506/c	Admissible grant for 2016-17 for 100 students
Recurring (Honorarium)			
1.	Warden (1) @ Rs.4000/- pm	47852	47852
2.	Part-time teachers (2) @ Rs.3000 pm each	104801	72000
3.	Peon-cum-sweeper (1) @ Rs.2500 p.m. each	31020	30000
4.	Watchman-cum-generator operator (1) @ Rs.2500/- pm	31677	30000
5.	Cooks (2) @ Rs.2500/- pm each	60340	60000
6.	Helper to cooks (1) @ Rs.1500/- pm each	18000	18000
7.	Aya(1) @ Rs.2500/- p.m.	30000	30000
8.	Office-Asstt.-typist (1) @ Rs.2000/- pm.	24000	24000
9.	Part-time Doctor (1) @ Rs.4000/- pm	48000	48000
10.	Part-time Acctt. (1) @ Rs.2800/- pm	33600	33600
	Total Honorarium	429290	393452
11.	Maintenance of Building @ 30% of rent Rs.5000/- per month for rural area as per norms	288844	18000
12.	Diet charges @ Rs.660/- per month for 10 months for 100 students	4048933	660000
13.	Medicines @ Rs.10000/- per annum per 100 student for 100 students	10011	10000
14.	Uniforms (3 sets of uniforms per students @ Rs.900/- per students)	90070	90000
15.	Books & Stationery @ Rs.500/- per students for 100 Students	50350	50000
16.	Excursion for 100 students @ Rs.20000/- per 100 students	20100	20000
17.	Conveyance TA for staff @ Rs.8000/- per annum	9870	8000
18.	Water & electricity charges @ Rs.12000/- per annum per 100 student for 100 students	22700	12000
19.	Contingencies/Misc. Expd. including Office maintenance @ Rs.10000/- per annum	11681	10000
20.	Audit fee	0	0
21.	Cultural activities @ Rs.10,000/- per annum per 100 students for 100 students	10200	10000
22.	Cooking charges @ Rs.20,000/- per annum per 100 student for 100 students	298287	20000
23.	Games & sports equipments @ Rs.7500/- per annum per 100 student for 100 students	7824	7500
24.	Maintenance of Prayer Hall	0	0
25.	Washing Charges	0	0
	Total	4868870	915500
	Grand Total	5298160	1308952


 (R. E. SHARMA)
 Secretary
 Ministry of Minority Affairs
 Govt. of India, New Delhi

Calculation of admissible grant for the year 2016-17

Total qualifying expenditure for the year 2016-17	1308952
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	1308952
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2nd Instalment	1308952



(सि. शा. शा.)
(REENA SHARMA)
अवर सचिव, Under Secretary
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Govt. of India, New Delhi

Calculation for the year 2016-17: Hostel for Boys & Girls (Hostel-II)


Name of NGO: **Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya**

Name of the Project: **Hostel for Boys & Girls (Hostel-II)**

Number of students claimed by the NGO: **50 ST Students**

Number of students for which grant has been calculated: **50 ST Students**

Sl. No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 506/c	Admissible grant for 2016-17 for 50 students
Recurring (Honorarium)			
1.	Warden (1) @ Rs.4000 pm	48000	48000
2.	Part-time teachers (1) @ Rs.3000/- pm	36000	36000
3.	Peon-cum-sweeper (1) @ Rs.2500/- pm	30000	30000
4.	Aya (1) @ Rs.2500/- pm	30360	30000
5.	Watchman (1) @ Rs.2500/- pm	30780	30000
6.	Cooks (1) @ Rs.2500/- pm	30000	30000
7.	Helper to cooks (1) @ Rs.1500pm	17460	17460
8.	Office-Asstt.-typist (1) @ Rs.2000/- pm	24000	24000
9.	Part-time Doctor (1) @Rs.4000/- pm	48000	48000
10.	Part-time Acctt. (1) @ Rs.2800/- pm	33600	33600
	Total Honorarium	328200	327060
11.	Maintenance of Building @ 30% of rent Rs.5000/- per month for rural area as per norms (calculation for 50 students)	12755	9000
12.	Diet charges @ Rs.660/- per month for 10 months	993527	330000
13.	Medicines @ Rs.10000/- per annum per 100 student	5013	5000
14.	Uniforms (3 sets of uniforms per students @ Rs.900/- per students)	45004	45000
15.	Books & Stationery @ Rs.500/- per student	25259	25000
16.	Excursion @ Rs.20000/- per 100 students	10230	10000
17.	Conveyance TA for staff @ Rs.8000/- per annum	19082	4000
18.	Water & electricity charges @ Rs.12000/- per annum per 100 student	26682	6000
19.	Contingencies/Misc. Expd. including Office maintenance @ Rs.10000/- per annum	5385	5000
20.	Audit fee	0	0
21.	Cultural activities @ Rs.10000/- per annum per 100 students	5108	5000
22.	Cooking charges @ Rs.20000/- per annum per 100 student	147000	10000
23.	Games & sports equipments @ Rs.7500/- per annum per 100 student	4000	3750
24.	Washing Charges	0	0
	Total	1299045	457750
	Grand Total	1627245	784810


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 Ministry of Tribal Affairs
 Govt. of India, New Delhi

Calculation of admissible grant for 2016-17

Total qualifying expenditure for the year 2016-17	784810
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	784810
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2nd Instalment	784810



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Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi


Calculation for the year 2016-17: Charitable Dispensary (Dispensary)
Name of NGO: Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya

Name of the Project: Charitable Dispensary (Dispensary)

Sl. No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 507/c	Admissible grant for 2016-17
Recurring (Honorarium)			
1.	Doctor (full time) (1) @ Rs.15000/- per month	179800	179800
2.	Visiting specialists @ Rs.8000/- per month ceiling 2 visits a week @ Rs.1000/- per visit	96877	96000
3.	Compounder (1) @ Rs.4000/- pm	47956	47956
4.	Dresser (1) @ Rs.4000/- pm	48400	48000
5.	Nurse (2) @ Rs.4000/- pm each	95632	95632
6.	Office Superintendent (1) @ Rs.3500 pm	42000	42000
7.	Clerk-cum-Accountant (1) @ Rs.3500 pm	40200	40200
8.	Watchman (1) @ Rs.2500 pm	28800	28800
9.	Sweeper/cleaner (1) @ Rs.2500 pm	32572	30000
10.	X Ray Operator	0	0
11.	Part time OT Attendant	0	0
	Total Honorarium	612237	608388
12.	Maintenance of Building @ 30% of rent of Rs.7000/- pm for rural areas as per norms	25250	25200
13.	Drugs for outdoor patients @ Rs.150000/- per annum	149911	149911
14.	Drugs for indoor patients @ Rs.250000/- per annum	250052	250000
15.	Contingencies/Misc. Expd. @ Rs.10000/- per annum	11392	10000
16.	Water & electricity charges @ Rs.6000/- per month	101857	72000
17.	Audit fee @ Rs.4000/- per annum	0	0
18.	Conveyance TA for staff @ Rs.15000/- per annum	15922	15000
19.	Office Expenses @ Rs.18000/- per annum	23479	18000
20.	Advertisement & Publicity @ Rs.5000/- per annum	4670	4670
	Total	582533	544781
	Grand Total	1194770	1153169

Calculation of admissible grant for 2016-17

Total qualifying expenditure for the year 2016-17	1153169
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	1153169
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2 nd Instalment	1153169


 (REEMA SHARMA,
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Calculation for the year 2016-17: Mobile Dispensary-I

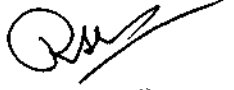
Name of NGO: **Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya**

Name of the Project: **Mobile Dispensary-I**

Sl. No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 507/c	Admissible grant for 2016-17
Recurring (Honorarium)			
1.	Doctor (1) @ Rs.15000/- pm	178300	178300
2.	Compounder/Nurse (1) @ Rs.4000/- per month	48000	48000
3.	Driver (1) @ Rs.2500/- per month	30000	30000
4.	Helper/Handiman (1) @ Rs.1500/- per month	16926	16926
5.	Part-time Office Asstt. -cum-Acctt. (1) @ Rs.2500/- p.m.	30398	30000
	Total Honorarium	303624	303226
6.	Fuel (POL) Hilly area @ Rs.168000/- per annum	173170	168000
7.	Drugs @ Rs.200000/- per annum	199849	199849
8.	Contingencies/Misc. Expd. @ Rs.10000/- p.a.	10630	10000
9.	Audit fee @ Rs.4000/- per annum	0	0
10.	Maintenance & repair of vehicle & medical equipments @ Rs.30000/- per annum	126146	30000
11.	Advertisement & Publicity @ Rs.7500/- per annum	7500	7500
12.	Daily allowance for visiting medical team @ Rs.5000/- per month	60088	60000
	Total	577383	475349
	Grand Total	881007	778575

Calculation of admissible grant for 2016-17

Total qualifying expenditure for the year 2016-17	778575
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	778575
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2 nd Instalment	778575


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Calculation for the year 2016-17: Mobile Dispensary-II

Name of NGO: **Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya**
Name of the Project: **Mobile Dispensary-II**

Sl. No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 507/c	Admissible grant for 2016-17
Recurring (Honorarium)			
1.	Doctor (1) @ Rs.15000/- pm	180000	180000
2.	Compounder/Nurse (1) @ Rs.4000/- p.m.	47200	47200
3.	Driver (1) @ Rs.2500/- per month	31500	30000
4.	Helper/Handiman (1) @ Rs.1500/- per month	17926	17926
5.	Part-time Office Asstt. -cum-Acctt. (1) @ Rs.2500/- per month	30000	30000
Total Honorarium		306626	305126
6.	Fuel (POL) Hilly area @ Rs.168000/- per annum	169873	168000
7.	Drugs @ Rs.200000/- per annum	200022	200000
8.	Contingencies/Misc. Expd. @ Rs.10000/- per annum	10005	10000
9.	Audit fee @ Rs.4000/- per annum	0	0
10.	Maintenance & repair of vehicle & medical equipments @ Rs.30000/- per annum	44741	30000
11.	Advertisement & Publicity @ Rs.7500/- per annum	7506	7500
12.	Daily allowance for visiting medical team @ Rs.5000/- per month	60066	60000
Total		492213	475500
Grand Total		798839	780626

Calculation of admissible grant for 2016-17

Total qualifying expenditure for the year 2016-	780626
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	780626
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2nd Instalment	780626


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Calculation for the year 2016-17: Library

Name of NGO: **Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya**

Name of the Project: **Library**

Sl. No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 508/c	Admissible grant for 2016-17
Recurring (Honorarium)			
1.	Librarian (1) @ Rs.3500/- pm	42000	42000
2.	Peon-cum-Attendant (1) @ Rs.2500/pm	30020	30000
3.	Part-time Acctt.-cum-typist (1) @ Rs.1500/- per month	18200	18000
4.	Watchman (1) @ Rs.2500/- p.m.	29380	29380
	Total Honorarium	119600	119380
5.	Maintenance of building @ 30% of rent of Rs.2000/- per month for rural area as per norms	10180	7200
6.	Water & electricity charge @ Rs.5000/- per annum	8000	5000
7.	Newspaper & Magazines @ Rs.700/- per month	9191	8400
8.	Library maintenance & contingencies @ Rs.2500/- p.a.	2900	2500
9.	Books @ Rs.5000/- per annum	5032	5000
10.	Audit fee @ Rs.2500/- per annum	0	0
	Total	35303	28100
	Grand Total	154903	147480

Calculation of admissible grant for the year 2016-17

Total qualifying expenditure for the year 2016-	147480
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	147480
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2nd Instalment	147480



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Govt. of India, New Delhi

Annexure-1(H)
Sanction Order No.22023/01/2017-NGO


Calculation for the year 2016-17: Computer Training Centre (for 30 Trainees)

Name of NGO: **Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya**
Name of the Project: **Computer Training Centre (for 30 Trainees)**

Sl. No.	Approved items of expenditure as per financial Norms	Audited Expd. Reported for 2016-17 at pages 499/c & 508/c	Admissible grant for 2016-17
Recurring			
1.	Instructor-cum-Systems Manager (1) @ Rs.10000/- per month	119318	119318
2.	Assistant Instructor-cum-Junior Programmer (1) @ Rs.7500/- per month	87596	87596
3.	Part time Accountant-cum-Office Assistant (1) @ Rs.1500 per month	18000	18000
4.	Watchman-cum-cleaner (1) @ Rs.2500 per month	34560	30000
5.	Total	259474	254914
6.	Library, Stationery, Floppy @ Rs.10000/- per annum	12054	10000
7.	Misc. charges (advertising, recruitment, selection of students for courses) @ Rs.15000 per annum	18833	15000
8.	TA/DA for Computer Faculty/Experts @ Rs.15000 per annum	15075	15000
9.	Maintenance from 2nd year of the purchase of the hardware @ Rs.15000/- per annum	17063	15000
10.	Maintenance of Building @ 30% of Rs.3000/- per month for rural area as per norms	11915	10800
11.	Audit fee @ Rs.4000 per annum	0	0
12.	Water & Electricity	0	0
Total		74940	65800
Grand Total		334414	320714

Calculation of admissible grant for the year 2016-17

Total qualifying expenditure for the year 2016-17	320714
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	320714
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2nd Instalment	320714


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Government of India, New Delhi


Calculation for the year 2015-16: Tailoring Training Centre (for 25 Trainees)

Name of NGO: Ramakrishna Mission Ashrama, Cherrapunjee, District-East Khasi Hills, Meghalaya
Name of the Project: Tailoring Training Centre (for 25 Trainees)

Sl.No.	Items of expenditure	Audited Expd. Reported for 2016-17 at pages 499/c & 508/c	Admissible grant for 2016-17 for 25 Trainees
Recurring (Honorarium)			
1.	Supervisor (1) @ Rs.5000/- p.m.	0	0
2.	Instructor Knitting (1) @ Rs.4000/- per month	0	0
3.	Instructor Tailoring (1) @ Rs.4000/- per month	47809	47809
4.	Instructor Weaving (1)@Rs.4000/- per month	0	0
5.	Peon/helper (1) @ Rs.2000/- pm	24000	24000
6.	Sweeper/cleaner (1) @ Rs.2000/- p.m.	24000	24000
7.	Part-time Clerk-cum-Office Acctt. (1) @ Rs.1600/- per month	18000	18000
8.	Watchman (1) @ Rs.2000/-p.m.	24620	24000
Total Honorarium		138429	137809
9.	Maintenance of building @ 30% of rent of Rs.1500/- per month for rural areas as per norms	5600	5400
10.	Training material @ Rs.48000/- per annum	16000	16000
11.	Contingencies @ Rs.6000/- per annum	2165	2000
12.	Water & electricity @ Rs.9600/- per annum	4900	3200
13.	Maintenance & repair of machines/equipments @ Rs.15000/- per annum	5092	5000
14.	Audit fee @ Rs.4000/-	0	0
Total		33757	31600
Grand Total		172186	169409

Calculation of admissible grant for the year 2016-17

Total qualifying expenditure for the year 2016-17	169409
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2016-17	169409
Less unspent balance	0
Net admissible amount for 2016-17 full & final 2nd Instalment	169409


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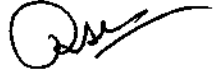
SUMMARY OF GRANTS FOR THE YEAR 2016-17 (FULL & FINAL INSTALMENT ON REIMBURSEMENT BASIS)		
Sl. No.	Name of the projects	Amount (In Rs.)
1	Higher Secondary School (Non-Residential School)	4689991
2	Secondary schools (Non-Residential Schools)	48984731
3	Hostel for Boys (Hostel-I)	1308952
4	Hostel for Boys & Girls (Hostel-II)	784810
5	Charitable Dispensary (Dispensary)	1153169
6	Mobile Dispensary-I	778575
7	Mobile Dispensary-II	780626
8	Library	147480
9	Tailoring Training Centre	320714
10	Computer Training Centre	169409
	Grand Total	59118457
	Grand Total of admissible grant for the year 2016-17	59118457
	Grant released 1st Instalment on Budget Estimates basis for the year 2016-17 during the year 2016-17	29574610
	As per Auditor's Accounts Report, balance grant to be released as 2nd Instalment for the year 2016-17 during the financial year 2017-18	29543847



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 Govt. of India, New Delhi

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.



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