

**Government of India  
Ministry of Tribal Affairs**

Shastri Bhavan, New Delhi-110001

Dated: 07/12/2018

To

The Pay and Accounts Officer,  
Ministry of Tribal Affairs,  
Shastri Bhavan,  
New Delhi-110 001.

**Sub:** Grant in aid to Ramakrishna Mission Ashrama Cherrapunjee for Ongoing Project of GIA - Non-Residential School at Thirteen Sec schools and Thirty five LP UP Schools Bholaganj  
Kalibari  
Shella  
Sohbar  
Nongwar  
Mawmluh  
Lummawshken

Sir,

I am directed to convey the sanction of President of India and to release grant-in-aid of Rs. 31777536.00 (Rupees Three Crore Seventeen Lakh Seventy Seven Thousand Five Hundred Thirty Six only) to Ramakrishna Mission Ashrama Cherrapunjee (**Unique Id:ML/2015/0088539**) as per following details, subject to provisions of GFR-2017 and the terms and conditions of scheme given in Para-9 below.

1. Name of the scheme	Scheme of Grant in Aid to Voluntary Organisations working for STs
2. Name of Project along with its location	GIA - Non-Residential School  Thirteen Sec schools and Thirty five LP UP Schools Bholaganj Kalibari Shella
3. No. of beneficiaries	6047
4. Year for which grant is being sanctioned	2017-18
5. Amount of grant in aid sanctioned (recurring/non-recurring)	Rs. 31777536.00 (Rupees Three Crore Seventeen Lakh Seventy Seven Thousand Five Hundred Thirty Six only)
6. Installments	Full & Final

Details of expenditure is enclosed at Annexure I. The list of documents to be maintained as per GFR is indicated

2. In case 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 above in terms of Rule No. 238(3) of GFR, 2017. In case grant has been sanctioned on budget estimate basis, provisional utilization certificate for grant-in-aid sanctioned during the current financial year shall be submitted immediately after the close of financial year. The audited statement of accounts along with UC will be submitted by the grantee organization to the Ministry within 3 months after close of the current financial year. The unspent balance, if any, will be surrendered to the Ministry or may be adjusted from subsequent grant with the prior approval of the Government.

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.

राजेंद्र कुमार/RAJENDER KUMAR  
निदेशक/Director  
जनजातीय कार्य विभाग/Ministry of Tribal Affairs  
शुभ, नई दिल्ली-110001  
Shastri Bhavan, New Delhi-110001

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 14 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 NC Das & Co, Chartered Accountants, Panbazzar, Guwahati, Assam, M.No. 305185

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) Honorarium of Staff: 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 Rs10,000/- 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

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 NC

- 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 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 the project, total project cost borne by Ministry of Tribal Affairs, 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 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.

13. Unspent Amount Certified that the amount of 0.00 remaining unspent from the

grant of previous year has been adjusted in this grant. The unspent amount of this grant will be adjusted from the subsequent grant. Certified that the grantee organization has no Utilization Certificates as due for rendition under the Rules under this scheme of the Ministry.

14. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of Rs. 31777536.00 (Rupees Three Crore Seventeen Lakh Seventy Seven Thousand Five Hundred Thirty Six only) for disbursement to the grantee institution through electronic mode of transfer to Ramakrishna Mission Ashrama Cherrapunjee in Account No. 11861827304, STATE BANK OF INDIA, (IFSC- SBIN0009116) EAST KHASI HILLS, MEGHALAYA.

15. The expenditure is debitable to the Demand No.

96.


राजेंद्र कुमार  
RAJENDER KUMAR  
Director  
मंत्रालय का सचिव/Ministry of Tribal Affairs  
शशाङ्क प्रसाद  
Shashank Prasad, Secy.

for the year 2018-19.

16. This sanction is issued with the concurrence of Integrated Finance Division communicated vide their Dy.No 09-17/16/JS & FA/2018-19 dated 06/12/2018 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 258 in the register of grant.

Yours faithfully,



राजेन्द्र कुमार/RAJENDER KUMAR  
निदेशक/Director  
जनजातीय कार्य मंत्रालय/Ministry of Tribal Affairs  
भारत सरकार/Government of India  
शास्त्री भवन, नई दिल्ली-110001  
Shastri Bhawan, New Delhi-110001

**Copy for information and necessary action to:-**

- 1 Ramakrishna Mission Ashrama Cherrapunjee  
Ramakrishna Mission Ashrama Cherrapunjee, PO  
Cherrabazar, East Khasi hills, Meghalaya, 793111  
Kolkatta, WEST BENGAL
2. The Director of Audit, Central Revenues, IP Estate, New Delhi.
3. The Principal Secretary/ Secretary, Department of ST Welfare, Govt. of WEST BENGAL
4. The District Magistrate/Collector and District Tribal Welfare Officer, Kolkatta, WEST BENGAL
5. The Director of concerned Department, Govt. of WEST BENGAL
6. Resident commissioner of concerned State Govt.
7. The Budget and Cash Section.
8. The IF division, w.r.t. their Dy.No 09-17/16
9. Bill copy/sanction folder.
10. The Chief Controller of Accounts, Ministry of Tribal Affairs.
11. The Director NIC, Ministry of Tribal Affairs with request to upload the sanction letter on the website of the

Name of the Project: 13 Secondary schools and 35 LP/UP Schools (Non-Residential Schools)

Number of students claimed by the NGO: 6047 ST students

Number of students for which grant has been calculated: 3033 (Secondary) + 3014 (LP &amp; UP) = 6047 ST students

S. No.	Items of expenditure	Expenditure reported for 2017-18	Admissible grant for 2017-18 for 6047 ST students
<b>Non-recurring (once in five years)</b>			
1	Mini Bus (13) @Rs.1578210 per Bus for 13 Buses	0	0
2	Integration or infrastructure of school Building	0	0
3	Upgradation for infrastructure of Existing School Building	0	0
4	Furniture & Fixtures @ Rs.50,000/- per 100 students	0	0
5	Lab equipments @ Rs.75,000/- per secondary school	0	0
6	Replacement of inspection vehicle (Mini Bus)	0	0
<b>Total non-recurring</b>		<b>0</b>	<b>0</b>
<b>Recurring (honorarium)</b>			
7	Head master 13 (secondary) @ Rs.6000/- per month each	934254	934254
8	Head master 35 (LP&UP schools) @ Rs.5000/- per month each	2089637	2089637
9	Teacher (243) secondary @ Rs.5000/- p.m. each (3033 students)	14550935	14550935
10	Teacher (LP&UP schools) (181) @ Rs.4000/- p.m. each (for 3014 students)	8677721	8677721
11	Peon (48) @ Rs.2500/- p.m. each	1440250	1440000
12	Watchman-cum-Sweeper (48) @ Rs.2500/- p.m. each	1439480	1439480
13	Office-Asstt.-typist (48) @ Rs.2800/- p.m. each	1611932	1611932
14	Part time Doctors (48) @ Rs.2000/- p.m.	1151200	1151200
15	Drivers (3) @ Rs.2500/- p.m. each	90297	90000
16	Handiman/cleaner (3) @ Rs.1500/- p.m. each	54000	54000
17	Physical Instructor/Game Teacher (48) @ Rs.4000/- p.m. each	2303033	2303033
18	Accountant (48) @ Rs.3500/- p.m. each	2015010	2015010
<b>Total honorarium</b>		<b>36357749</b>	<b>36357202</b>
20	Maintenance of Building @ 30% of rent of Rs.5000/- per month for each school (13 Secondary Schools)	961100	234000
21	Maintenance of Building @ 30% of rent of Rs.4000/- per month for each school (26 LP & UP Schools)	1000817	374400
22	Mid-day meal @ Rs.10/- per student for 22 days in a month for 10 months (10x22x10x6047)	13303202	13303202
23	Medicine @ Rs.8000/-p.a. per 100 students	478665	478665
24	Uniforms (3 sets of uniforms per students @ Rs.900/- per student)	5442363	5442300
25	Books & Stationery @ Rs.750/- per students	4537197	4535250
26	Excursion @ Rs.15000/- per 100 students	908051	907050
27	Conveyance TA for staff @ Rs.6000/- per annum per school (for 48 schools)	453415	288000
28	Water & electricity charges @ Rs.10000/- per annum per 100 students	868013	604700

राजेंद्र कुमार/RAJENDER KUMAR

Director  
 Ministry of Tribal Affairs  
 Government of India  
 Shram Bhawan, New Delhi-110011

29	Contingencies/Misc. Expdtr including Office maintenance @ Rs.10000/- per annum per school (for 48 Schools)	482264	480000
30	Audit fee	0	0
31	Cultural activities @ Rs.6000/- per annum per 100 students	367975	362820
32	Maintenance & repair of vehicles (3) @ Rs.700/- p.m. for each vehicle	268021	25200
33	POL for school buses (3) @ Rs.2000/- per month for each bus	156761	72000
34	Games & sports equipment @ Rs.2500/- per annum per 100 students	164725	151175
<b>Total Other than honorarium</b>		<b>29392569</b>	<b>27258762</b>
<b>Grand Total</b>		<b>65750318</b>	<b>63615964</b>

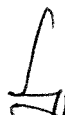
**Calculation of admissible grant for 2017-18**

Total approved expenditure for 2017-18	63615964
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2017-18	63615964
Less unspent balance	0
(-) 1 <sup>st</sup> instalment released for the year 2017-18 vide Sanction Order No. 22023/01/2018-NGO dated 21.03.2018	31838428
<b>2<sup>nd</sup> and final instalment for the year 2017-18 on reimbursement basis</b>	<b>31777536</b>

  
 राजेंद्र कुमार/RAJENDER KUMAR  
 निदेशक/Director  
 जनजातीय कार्य मंत्रालय/Ministry of Tribal Affairs  
 भारत सरकार/Government of India  
 शास्त्री भवन, नई दिल्ली-110001  
 Shastri Bhawan, New Delhi-110001

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.

  
राजेन्द्र कुमार/RAJENDER KUMAR  
निदेशक, Director  
जनजातीय कल्याण विभाग, Ministry of Tribal Affairs  
भारत सरकार/Government of India  
शास्त्री भवन, नई दिल्ली-110001  
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