

संयुक्त सचिव
Joint Secretary

Department of Disability Affairs

Awanish K. Awasthi

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भारत सरकार
सामाजिक न्याय और अधिकारिता मंत्रालय
शास्त्री भवन, नई दिल्ली-110 115
GOVERNMENT OF INDIA
MINISTRY OF SOCIAL JUSTICE
AND EMPOWERMENT
SHASTRI BHAWAN, NEW DELHI -110115

D.O.No.22-33(5)/2012-DD-II/V

9th May, 2014

Dear Madam/Sir,

As you are aware, this Department provides support in the form of financial grant every year to voluntary organizations for running projects in the disability sector in your State under the Deendayal Disabled Rehabilitation Scheme (DDRS). In this connection, it is informed that the notional allocation for your State/UT under this DDRS for the year 2014-15 has been fixed as **Annexure**. The notional allocation has been worked out on the basis of the committed as well as estimated liability of all the ongoing projects of your State/UT.

2. This Department has also decided that from the current financial year 2014-15, all applications by NGOs seeking grant-in-aid under DDRS shall be accepted only **ON-LINE** on the interactive website: www.ngograntsje.gov.in and that no application for grant-in-aid shall be accepted in material form from the current financial year. In this regard, a d.o. letter dated 07-05-2014 (copy enclosed) from myself has already been sent to your State for compliance. As such, all NGOs have already been asked to register their particulars on the above mentioned URL. In case of any difficulty in registration/filing of application for GIA, an enquiry should be made by visiting the District Information Centre or seeking assistance through e-mail at jsda_msje@nic.in or vickybotha@hotmail.com or sanjay.chauhan@nic.in or sharma.sd@nic.in. The user manual for NGOs for on-line filing of application may also be available, which is at <http://www.socialjustice.nic.in/pdf/UserManualver1.1NGOUser.pdf>

3. Grant in aid released to NGOs under DDRS during 2013-14 can be viewed at the Ministry's website, i.e. www.socialjustice.nic.in.

4. Some of the important instruction relating to 'ongoing cases' and 'new cases' issued from time to time for consideration of grant-in-aid is annexed, which may kindly be gone through and followed for facilitating expeditious processing of grant under DDRS.

5. I shall be grateful if proposals under DDRS **complete in all respect** as explained above are sent **ON-LINE** on the interactive website: www.ngograntsje.gov.in and also in material form positively by **31st July 2014** to enable this Ministry to process the proposals expeditiously and further to release grant to the maximum of the allocation provided to your State under the DDR Scheme.

With regards,

Yours sincerely,

(Awanish K. Awasthi)

Encl: As above.

Principal Secretary/Secretary,
Social Welfare Department
All States Governments/UTs

**IMPORTANT INSTRUCTION ISSUED FROM TIME TO TIME FOR
CONSIDERATION OF GRANT-IN-AID UNDER DDRS**

' ONGOING CASES '

- Submit proposals **ON-LINE** on the interactive website: www.ngograntsje.gov.in in application form (**Part-A, B and C**) prescribed under DDRS for grant in aid to NGOs for consideration of grant in aid during the current year (2014-15). Original proposals duly ink-signed should be sent to the Ministry while the copy may be retained by the State Government.
- The inspection Report for conducting inspection of the projects of NGOs by the state authorities should be submitted in prescribed proforma. Most of the columns of Inspection Report are not filed properly and in particular the column relating to number of beneficiaries found present at the time of inspection. Inspection Report in original and not photocopy should be sent.
- Proposals for grants-in-aid 2014-15, duly recommended and prioritized by the Multi-disciplinary grant-in-aid Committee (GIA Committee) of your State are to be forwarded to this Ministry in a consolidated manner within the notional allocation. The signed minutes of the meeting of the GIA Committee should be sent to this Department.
- Attested copy of the valid PwD certificate for the period for which the proposal for grant is being considered.
- Funds are transferred directly into the bank accounts of the NGOs through E-mode. For this purpose, an authorization letter needs to be submitted along with the proposals which should be countersigned by the Branch Manager of the concerned bank. The NGO should ensure that they have their bank account in the bank branch having facility of electronic transfer of funds.
- Audited statement of Accounts in respect of the organization and the concerned project consisting of :
 - (a) Balance Sheet;
 - (b) Receipt and payment account;
 - (c) Income and expenditure accounts;
 - (d) Utilization (UC) in respect of the grant received earlier in the prescribed format.
 - (e) Item-wise and post-wise break-up of expenditure duly attested by the Chartered Accountant and the authorized signatory of the organization.
 - (f) CA membership No
 - (g) Annual Report of the organization
 - (h) List of beneficiaries also indicating SC/ST/General and list of staff in prescribed proforma.
- In the case of schools for children with special needs, inspection not to be conducted during the vacations/holidays.
- The proposal of those Organizations, which are receiving more than Rs 25.00 lakhs as GIA from the Government of India, shall be considered only when 35 copies (Hindi and English each) of Annual Report (incorporating audited accounts) are received in the department for placing the same before the Parliament. Those organizations which are receiving less than Rs 25 lakhs GIA from Government shall give a certificate to the effect that they are not receiving GIA to the tune of Rs 25 lakhs from the Government.

- The name of the organization in the Bank authorised letter (duly attested by Bank Authorities) and Utilisation Certificate(s) should be same as mentioned in the sanction letter issued by this Department.
- Documents required are either not furnished along with the proposals or not furnished in the prescribed format thereby causing delay in release of funds. The list of documents as well as format is made available in the Ministry's website i.e. www.socialjustice.nic.in.

'NEW CASES'

- Submit proposals **ON-LINE** on the interactive website: www.ngograntsie.gov.in in application form (**Part-A, B and C**) prescribed under DDRS for grant in aid to NGOs for consideration of grant in aid during the current year (2014-15). Original proposals duly ink-signed should be sent to the Ministry while the copy may be retained by the State Government.
- The inspection Report for conducting inspection of the projects of NGOs by the state authorities should be submitted in prescribed proforma. Most of the columns of Inspection Report are not filled properly and in particular the column relating to number of beneficiaries found present at the time of inspection. Inspection Report in original and not photocopy should be sent.
- The name of the organization in the Bank authorised letter (duly attested by Bank Authorities) should be same as mentioned in the application of the organization for grant-in-aid.
- New proposals recommended by the State GIA Committee should be forwarded to this Ministry only after the proposals and documents of the concerned NGOs are duly attested by the Gazetted Officers or notarized on each page.

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GOVERNMENT OF INDIA
MINISTRY OF SOCIAL JUSTICE
AND EMPOWERMENT
SHASTRI BHAWAN, NEW DELHI -110115

D.O.No.4-2(23)/2013-DD.I

07.05.2014

Dear Sir/Madam,

As you are aware, the Department of Disability Affairs, Ministry of Social Justice & Empowerment has decided that from the current financial year 2014-15 all applications by NGOs and VOs seeking Grants-in-Aid under DDRS and ADIP Schemes of the Department shall be accepted only **on-line** on the interactive website: www.ngograntsje.gov.in and that no applications for grants-in-aid shall be accepted in material form. As such, all NGOs/VOs have already been asked to register their particulars on the above mentioned URL.

2. Similarly all the Principal Secretaries and Secretaries and officers/staff dealing with disability at Directorate and District level in States and UT Administrations are required to register themselves on the above mentioned URL so that the applications of NGOs/VOs of respective States/UTs are processed at the appropriate level. You are, therefore, requested to initiate the action in the matter on priority so that the system of on-line processing of proposals of NGOs/VOs under the above mentioned schemes of the Department becomes operational and timely GIA is released to them. In case of any difficulty in registration/filing of application for GIA, the District Informatics Centre should be approached for assistance. The user manual for on-line filling of application can also be accessed at www.ngograntsje.gov.in.

With regards,

Yours sincerely,

(Awanish K. Awasthi)

Principal Secretaries/Secretaries of all States/UT Administrations.

(A copy of this letter is uploaded on the website of Ministry of SJ&E: www.socialjustice.nic.in)

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Notice


It is hereby brought to the kind attention of all concerned that applications by NGOs and VOs seeking grants-in-aid for the financial year 2014-15 onwards in respect of the following schemes of this Ministry shall be accepted on-line only, on the interactive website www.ngograntsje.gov.in :

- a) Scheme of Grant in Aid to Voluntary Organisations working for Scheduled Castes
- b) Assistance to Voluntary Organizations for Welfare of OBCs
- c) Assistance to Disabled Persons for Purchase/ Fitting of Aids and Appliances (ADIP Scheme)
- d) Deendayal Disabled Rehabilitation Scheme to Promote Voluntary Action for Persons with Disabilities (DDRS Scheme)
- e) Integrated Programme for Older Persons
- f) Scheme for Prevention of Alcoholism and Substance (Drugs) Abuse

No applications for grants-in-aid shall be accepted in material form commencing from the current financial year.

All NGOs/VOs are requested to register their particulars on the above mentioned URL. In case of any difficulty in registration/filing of application for grants-in-aid, the District Informatics Centre should be approached for assistance. The user manual for NGOs/VOs for on-line filing of applications may be accessed at-

http://www.socialjustice.nic.in/pdf/UserManualver1.1_NGOUser.pdf


(J.P. Dutt)

Deputy Secretary to the Govt. of India
Ministry of Social Justice & Empowerment

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Rs. in crore

Sl. No.	Name of State	Notional Allocation (Proposed)
1	Andhra Pradesh	18.00
2	Bihar	5.00
3	Chandigarh	0.20
4	Chhattishgarh	1.00
5	Delhi	3.00
6	Goa	0.20
7	Gujarat	2.00
8	Haryana	3.00
9	Himachal Pradesh	0.80
10	Jammu & Kashmir	0.20
11	Jharkhand	0.30
12	Karnataka	5.00
13	Kerala	8.00
14	Madhya Pradesh	4.00
15	Maharashtra	5.00
16	Odisha	7.00
17	Andman & Nicobar	0.50
18	Daman & Diu	
19	Dadra & Nagar Haveli	
20	Lakshadweep	
21	Puducherry	
22	Punjab	1.50
23	Rajasthan	2.50
24	Tamilnadu	5.00
25	Uttarakhand	0.50
26	West Bengal	10.00
27	Uttar Pradesh	10.00
28	Assam	3.00
29	Arunachal Pradesh	0.50
30	Manipur	5.00
31	Meghalaya	1.00
32	Mizoram	2.00
33	Nagaland	
34	Sikkim	
35	Tripura	
	Total	104.20