

Financial Assistance To Voluntary Organizations For Selected Promotional Activities Relating To Sindhi Language

1. INTRODUCTION

National council for Promotion of Sindhi language will, during the Five year Plan periods, administer the following scheme for providing ad hoc financial assistance to registered voluntary organizations/Academic Institutions in respect of certain promotional activities relating to Sindhi Language.

2. ELIGIBILITY

- 2.1 Voluntary Organizations / Societies / Charitable Endowments / Trusts which are registered under the relevant Central or State Act prevalent for the time being, shall be eligible to apply for assistance under the scheme.

Provided that such registration has been made at least three full calendar years prior to the date of application for such assistance, and Provided that the applicant organization is not of the kind that it is registered or incorporated or functions in a manner that profits of any kind arising from its activities are distributed among its members or shareholders in the form of bonus or dividend.

- 2.2 Assistance under the Scheme is NOT admissible to any University, except when with the consent of a University, the council assigns to it the responsibility of organizing a conference etc. or a short term study (with suitable relaxation of any provision of this Scheme). However, the academies and organizations set up, registered and funded by the state/UT governments for purpose of promotion of the languages shall be eligible for assistance under the scheme, and in respect of their proposals, the quantum of Central Assistance shall be determined after taking into account the assistance proposed/committed/provided by the State Government for the same proposal.

- 2.3 Ordinarily, an voluntary organization, which has once been granted the financial assistance from NCPSL will be eligible for the next financial aid after a gap of 02 (TWO) years for organizing the programme, except exceptional cases.

3. OBJECTS OF ASSISTANCE

- 3.1 Proposals for the following selected promotional activities qualify for consideration under the scheme.

- (i) Proposals for maintenance support to reputed organizations which are working in the field of Indian language studies and promotion, and whose performance is considered by the council as significant to the field;
- (ii) Proposals for organization of Conferences/Seminars/Workshops/Camps on themes drawing upon the linguistic, literary and cultural traditions of any one or more of the given languages; (Sindhi Kavi Sammelans / Sindhi Dramas);
- (iii) Proposals for undertaking of short-term studies, (not longer in duration than one year in all from the sanctioning of approval for such projects, on a specific theme relating to the historiography and linguistic needs, literary and various cultural traditions of the languages; provided the report of the study is also published as an integral part of the project;
- (iv) Proposals for support for publication of scholarly periodicals / journals in SINDHI (carrying not less than 50 pages of substantive writing and published in a minimum of 500 copies) with a periodicity of one / two / three / six / twelve month(s), and devoted to learned writing on the literary, anthropological, social and cultural traditions drawing upon on one or more element(s) of culture; provided the periodical in question has been registered and had issued regularly for at least 12 months prior to the provision of para 2.1.
- (v) Teaching of Sindhi language (excluding for those who study / have studied the language in question under the formal system), provided that the classes for which assistance is sought had been introduced and continued for at least three years as of the date of application.

4. EXTENT OF ASSISTANCE

- 4.1 All assistance sanctioned under the Scheme shall be adhoc and relate to the year in question, and no request shall be entertained for commitments of recurring nature. The assistance shall relate to certain selectively admitted items and estimates of expenditure thereon.

- 4.2 The admitted items of expenditure shall be as follows :

S. No.	Activity	Admitted Items
(i)	Maintenance Support	Salary of Head of Organization; Salary of Faculty; Salary of Office Staff; Books for Library; Office Expenses; Stationary etc.
(ii)	Conference etc. (for participants limited to 50)	Rent for Venue of Conference Traveling Allowance, Daily Allowance Honorarium for scholarly Papers Invitation and Postal Expenses.

Direct applications from any individuals will not be considered.

(iii)	Short-term Study	Honorarium to the study Staff (Limited to 2 persons for 9 months), Reference Material, Travel, Office Assistance, Publication of Study Report (200 copies)
Note: No equipment/machinery allowance shall be admissible. The entire project, limited to one-year duration, shall consist of both the substantive study and publication of the Study Report as integral to it.		
(iv)	Periodicals	Editor's Honorarium (Annual), Honorarium for contributions (Annual), Cost of Paper (Annual), Printing (Annual), Office Expenses (Annual)
(v)	Teaching of Indian Languages	Honorarium for Language Instructors, Books/Teaching aids for Instructors (limited to Rs. 200/- per instructor), Books for learners (limited to Rs. 30/- per learner), Contingencies (limited to Rs. 2500/- p.a.)

- 4.3 Any decision in regard to the admitted items, quantum of assistance and estimates of expenditure shall totally rest with the Council.
- 4.4 Assistance shall not be considered for meeting previous liabilities or debts as such, or to cover a prospective budget-deficit or shortfall in the grants-in-aid admissible from a Government Source.
- 4.5 The request which qualify under the Scheme shall be considered on merits taking into account the recommendations of the Grants Committee for Sindhi language, provided the Chairman of the committee shall be competent to approve of a fresh grant in appropriate/urgent cases subject to reporting of such decision(s) in the next meeting of the Committee.

5. SUBMISSION OF APPLICATION

- 5.1 The application (on the relevant proforma) for assistance under the Scheme shall be submitted in Duplicate to the Education Department of the State/UT Government concerned which shall make its recommendations (on the relevant proforma) and forward it to:

The Director
National Council for Promotion of Sindhi Language
West block- VIII, Wing No.7, First Floor
Sector-I, R.K.Puram,
New Delhi -110066

- 5.2 It shall be open to the Council to entertain an application direct in appropriate cases, and also to make such inquiries about the applicant and the proposal in question as deemed necessary.
- 5.3 The application shall be accompanied by the documents indicated in the relevant proforma.

6. CONDITIONS OF ASSISTANCE

- 6.1 The grantee shall execute a BOND (on the attached Performa) prior to the drawl of the sanctioned assistance, to the effect that the work to be undertaken with the assistance shall be completed within a reasonable time not extending beyond a year (except as provided) from receipt of the first installment or the deadline as extended by the council on the grantee's prior request.
- 6.2 The organization shall be open to all citizens of India without distinction of caste, creed, or race.
- 6.3 It shall be binding on the organization to comply with the directions and suggestions given by the Council with regard to the project for which the assistance is approved and paid, and furnish any information required, by the specified deadline.
- 6.4 Once the estimates etc. of a project have been approved as reasonable and the grant determined on the basis of such estimates, they shall not be modified by the applicant without the prior approval of the council.
- 6.5 **The organization shall furnish an undertaking in such form as may be prescribed (vide Bond Performa attached), after the relevant sanction is issued and before the drawal of the grant, to the effect that the work to be undertaken with the assistance under the Scheme shall be completed within a reasonable time as may be determined by the council, and that the grant shall be utilized only for the purpose for which it was sanctioned. Failure to do so will render the**

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organization liable to refund to the Council the grants released in full, with such interest thereon as the Council may decide.

- 6.6 No asset created out of the grant paid by the Council shall be transferred to any person/institution without the concurrence of the council. Should, at any time, the grantee organization/institution cease to exist, the **equipment purchased** out of the Council's grant shall revert to the Council.
- 6.7 The accounts of the organization/institution shall be properly maintained and submitted. The organization and its accounts shall be open to inspection by a **representative of the Council or the State/UT Government, as and when required.**
- 6.8 If the council has reason to believe that the affairs of the organization/institution are not being properly managed, or that the sanctioned money has not been utilized for approved purposes, the Council may recover payment from the grantee such money as the Council may decide in relation to the sanctioned grant.
- 6.9 The approved grant being released in suitable installments depending upon the nature and progress of the project, the statement of accounts and utilization certificate in respect of the total expenditure on the entirety of the project (both certified by a chartered accountant), a report on the satisfactory completion of the project, and five complimentary copies of the Study Report as finally published (as the case may be) shall be submitted to the Council before the release of the final installment of grant is considered, and in any case not later than three months from such completion.
- 6.10 The work of the project shall be completed within a year from the receipt of first installment of grant, or by the deadline as extended by the Council on prior request from the grantee.
- 6.11 The applicant shall exercise the utmost economy in its working, especially in respect of expenditure out of the Council's grant. The Council advised to organise these programmes should be in any academic institutions/University and the organisers also ensures that students are the maximum participants in the programme.
- 6.12 Progress reports on the project/scheme shall be furnished at regular intervals of three months in the case of short-term studies.
- 6.13 If the grant released exceeds the limits of prescribed assistance in relation to the actual expenditure on approved items after deducting the State Government grant, if any, from the total actual expenditure, then the excess amount shall be refunded to the Council.
- 6.14 The title page of the study report shall carry the following entries
"Published with financial assistance from the National council for promotion of Sindhi Language, vide Sanction No. _____ dated _____ "Copyright vests with _____".
- 6.15 The approved assistance shall be released in suitable installments as decided by the council depending on the nature and progress of the project, and in no case shall be released in a single installment. The final installment (not being less than one-third of total approved assistance) shall be considered for release after fulfillment of the prescribed conditions by the grantee.
- 6.16 **The release of the final installment shall be considered only after receipt of the following from the grantee :**
- (i) **The accounts and utilization certificate in respect of the total expenditure on the entirety of the project, as certified by a chartered accountant.**
 - (ii) **The report of the satisfactory completion of the project duly signed by the grantee over his seal, and**
 - (iii) Five complimentary copies of the Study Report as finally published, where the assistance relates to a short-term study.
- 6.17 Two complimentary copies of each issue of the Periodical assisted shall be be forwarded to the council for the duration of assistance.

Proformas Attached

- (i) Letter of request for Grant under the Scheme
- (ii) Application accompanying the letter of request.
- (iii) Recommendations of State/UT Government.
- (iv) Bond to be executed

Direct applications from any individuals will not be considered.

Proforma of Financial Assistance for the Organizations

Station: _____

Date: _____

From: _____

To
The Director
National Council for Promotion of Sindhi Language
West block- VIII, Wing No.7, First Floor
Sector-I, R.K.Puram,
New Delhi -110066

Sir

- (i) I submit herewith an application (in duplicate) for a grant under the scheme of "Financial Assistance for organization
- (ii) I certify that I am competent to sue and be sued in the name of the applicant voluntary organization in accordance with the registered Memorandum of Association of the Voluntary organization.
- (iii) I further certify that I have read the provisions & conditions of Assistance of the aforementioned Scheme and that I undertake to abide by them including point 6(6.1 to 6.17).

Yours faithfully

Signature _____
Name (in Capitals) _____
Designation _____
(Seal of the Voluntary Organization)
Office Seal _____

APPLICATION PART-I FOR THE APPLICANT

Name of the Applicant Organization (status to be specified i.e. whether the applicant is an organization/institution affiliated to any other organization or independent in itself).	
Date of registration (a) Does the registered Memorandum of Association specify the office-bearer who can sue and be sued in the name of the organization? (b) Is the present application made by the said authorized office-bearer? (c) Indicate the name, the office he holds in the organization, his profession outside of the organization, and his residential address.	
Value of the assets of the organization/institution (a) Building(s) (b) Furniture (c) Equipment (d) Library books (e) Any other kind Total:	Rs.
Details of assistance received during the last 5 years from the Central/State Govt./ other public authorities :	

YearGrant ReceivedPurposeName of the Sanctioning Authority**Direct applications from any individuals will not be considered.**

Whether a request for financial assistance has been made to the Council/Government of India earlier. If so, with what results? Please indicate the reference number and date of Ministry's/Council's earlier communication, if any	
Functions of the Applicant organization (Attach function-wise detailed note)	
Purpose for which assistance is required presently. (Please give information for only one of the following purposes).	
<u>Maintenance Support</u>	(To be justified by Information under entries No. 7 & 13)
<u>Conferences etc.</u> (i) Theme (ii) Date (Attach the Programme) (iii) Venue (iv) No. of participants (attach the complete list of participants, indicating their name, professional status and full address) (v) No. of scholarly papers submitted and subject of each paper	
<u>Short-term Study</u> (i) Theme/Title (ii) Significance of the study (iii) Attach an outline of the study (iv) Approach & Methodology (v) Nature of data to be collected (vi) Traveling/Visits to be undertaken (vii) Name, professional status and full address of the staff to be put on the study project. (viii) Particulars of previous such studies, if any, undertaken by the organization. (ix) Estimated time for completion of study and Publication of the study (x) Report (not to exceed one year in all, from the date of approval of the project)	
<u>Publication of Periodicals</u> (i) Title of the periodicals : - in the language script : - in the Roman Subject : - English Translation of the Title : (ii) Language and Script of the Periodical : (iii) Periodicity [once in one/two/three/six/twelve month(s)]	

Direct applications from any individuals will not be considered.

(iv) Major theme to which the periodical is devoted. (v) Price per copy (vi) Average circulation per issue for a period of the last 12 months (Note: Please attach one copy of each issue brought out over the previous one year).	
<u>Teaching of Languages :</u> (i) Language(s) being taught : (ii) Date from which classes were originally introduced (The application will not be considered if the classes are more recent than three years). (iii) Are the language courses formally affiliated to any recognized public body ? (iv) If answer to (iii) is in affirmative, the name of the affiliating body : (v) Total duration of each language course : (vi) Level of teaching imparted : (vii) Are the classes held on every Working day ? (viii) Timing of the classes : (ix) What are the total facilities available for holding the classes ? (x) Age-group of learners : (xi) Enrolment per language class for each of the last three years. (This should exclude students who have studied/are studying the language under the formal system) (xii) How many of those enrolled speak the language offered as their mother tongue ? (xiii) Number of instructors engaged per language : (xiv) Names and Educational Qualifications of Instructors (xv) Are the language courses offered as part of the formal system of education : (xvi) Whether any assistance is/has been received from any other public authority for the same classes ? (xvii) Motivation, if any , on the part of the learners to learn the language at the level in which it is imparted : (xviii) Are suitable facilities for undertaking the project available with the applicant? Please indicate these in details. Estimated expenditure on the project/activity for which assistance is sought. (Please give information for only one of the following purposes).	

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Item of Expenditure

Estimated Expenditure

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<u>Maintenance Support</u>	Salary of Head of Organization Faculty No. of persons, with designation Salary p.m. Total salary of Faculty p.a Office Staff No. of persons, with designation Salary p.m. Total salary of Office Staff p.a. Books for library p.a. Office expenses Total
Conference (for participants limited to 50)	etc. Rent for venue of Conference T.A. for participants : D.A. for participants : Honorarium for scholarly papers : Invitations and Postal expenses : Miscellaneous Expenses (General Items, like Stationery, Printing Charges Honorarium to study staff (Limited to 2 persons for 9 months) Reference material Travel Office Assistance Publication of study Report (200 copies) Total
Periodicals	Editor's Honorarium Honorarium for contribution Printing Cost of paper Office Expenses (Annual Estimates) Total
Teaching of languages	Honorarium/Salary p.m. for instructors. (Indicate rate per instructor). Books/Teaching Aids for Instructors (Limited to Rs. 200/- per instructor). Books for Learners (Limited to Rs. 30/- per Learn Contingencies (Limited to Rs.2500/- p.a.)

Direct applications from any individuals will not be considered.

Station _____

Name (in Capitals) _____

Date: _____

Designation _____
(not below the rank of Deputy Secretary)

Department _____

Office Seal _____

Forwarded to

The Director
National Council for Promotion of Sindhi Language (NCPSL)
West block- VIII, Wing No.7, First Floor
Sector-I, R.K.Puram,
New Delhi -110066

Note : Please score out the entry not applicable

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Bond

Know all men by these presents that _____
_____ an Association registered under the
_____ Act of Year ____ (of the Union/State of _____ and having
its office at _____ in the State/U.T. of
_____ (hereinafter called the 'Obligor')

i) Shri _____ son of _____ resident of _____.

ii) Shri _____ son of _____ resident of _____

hereinafter called the 'Sureties' are held and firmly bound to the council in the sum of Rs. _____ (Rupees

_____ only) together with interest thereon at the rate of 6% (six percent) per
annum from the date of receipt of the said amount by the Obligor upto the date of the refund thereof to the Government.

Signed this _____ day of _____ in the year _____.

WHEREAS on the Obligor's request, the council has per Union Letter No. _____ dated
_____ hereinafter referred to as the 'Letter of Sanction' (Which forms an integral part of these presents and copy
whereof is annexed hereto as Annexure) agreed to make in favor of the Obligor for the purpose of -
_____ a grant of *Rs. _____ (Rupees
_____ only) out of which Rs. _____ (Rupees
_____ only) have already been paid to the Obligor (the receipt whereof the Obligor both
hereby admits and acknowledges) on condition of the Obligor executing a bond hereby along with two sureties in the terms
and manner contained hereinafter which the Obligor and on its request the sureties have agreed to do.

Now the condition of the above-written Obligation is such that if the Obligor shall duly fulfill and comply with all the conditions
mentioned in the letter of grant, then the above written bond or obligation shall be void and of no effect, but otherwise it shall
remain in full force, effect and virtue.

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THESE PRESENTS FURTHER WITNESS THAT –

- (a) The decision of the council on the question whether there has been breach or violation on the part of the Obligor of any of the terms and conditions mentioned in the letter of sanction shall be final and binding on the obligor.
- (b) The liability of the Sureties hereunder shall not be impaired or discharged by reason of time being granted by the Council or any forbearance, act or omission by or on the part of the Council whether with or without the knowledge or consent of the sureties in respect of or in relation to the obligations or conditions to be performed or discharged by the Obligor or by reason of any other matter, or thing whatsoever which under the law relating to surety shall, but for this provision, have the effect of so releasing the Sureties from such liability, nor shall it be necessary for the Council to sue the Obligor before suing the Sureties or either of them for the amount due hereunder.
- (c) The obligor agrees and undertakes to surrender/pay to council the monetary value of all such pecuniary and/or other benefits which it may receive or derive/have received or derived through/upon unauthorized use (such as letting out the premises for adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grant was intended) of the property/building created/repaid/constructed largely from out of the Government grant. The decision of the Council as regards the monetary value of the aforementioned to be surrendered/paid to the council will be final and binding on the Obligor.
- (d) The Obligor or the Sureties shall, in the event of breach of violation of any of the terms and conditions mentioned in the letter of sanction, refund to the Council on demand and without demur the entire amount of *Rs. _____ (Rupees _____) and the decision of the Council as regards the monetary value of aforementioned to be surrendered/paid to the Council shall be final and binding on the Obligor.
- (e) The Obligor or the Sureties shall, in the event of breach or violation of any of the terms and conditions mentioned in the letter of sanction, refund to the Council on demand and without demur the entire amount of *Rs. _____ (Rupees _____ only) or such part thereof as may be mentioned in the notice of demand issued by the Council, along with interest thereon at the rate of 6% (six percent) per annum from the date of receipt of the said amount by the Obligor upto the date of refund thereof to the Council.
- (f) The Council have agreed to bear the Stamp Duty, if any, chargeable on these presents. IN WITNESS WHEREOF these presents have been executed on behalf of the Obligor and the Sureties the day and year hereinabove written and accepted for and on behalf of the Council by Shri/Smt _____ Name _____ Designation on the day and year appearing against his/her signature.

Signed _____ for _____ and _____ on _____ behalf _____ of _____
(Name and Designation of Obligor)

SURETIES (Signature)

1. Shri _____

2. Shri _____

IN THE PRESENCE OF (Signature)

1. Shri _____

(Address) _____

2. Shri _____

(Address) _____

Accepted for and on behalf of the Council

New Delhi

Dated

Signature _____

Name _____

*Indicate the amount of full Assistance approved.

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