

THE RIGHT TO INFORMATION ACT, 2005

(Application for Obtaining Information)

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

Delhi Art, Culture & Languages Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Cultural Programs, Grants, Language Promotion, and Departmental Activities

Respected Sir/Madam,

I, [Applicant Name], am filing this RTI application under the Right to Information Act, 2005. Kindly provide the following information:

1. Certified details of cultural events, festivals, or programs organised by the department during [year].
2. Certified copy of guidelines, circulars, or notifications issued regarding cultural grants, artist support, or institutional funding.
3. Details of funds allocated and utilised for art and cultural activities in [district/area] for the period [from] to [to].
4. Certified list of cultural organisations, academies, or language promotion institutions supported by the department.

5. Status of application submitted on [date] for grant, program approval, or artist recognition.
6. Copies of inspection reports, monitoring records, or performance evaluation reports for funded institutions.
7. Action taken report (ATR) on complaints or grievances filed regarding cultural program mismanagement or fund misuse.
8. Name, designation, and contact details of the officer responsible for art, culture, and language activities in the concerned area.

Application Fee

₹10/- IPO / Court Fee Stamp / Online payment / DD

Declaration & Requests

I am a citizen of India.

If information pertains to another authority, kindly transfer it under Section 6(3).

If additional fee is required, inform me under Section 7(3).

Please provide FAA details in the reply as per Section 7(8).

Yours sincerely,

Applicant Name