**FINANCIAL ASSISTANCE TO NGO/स्वयंसेवी संस्थांना सहायक अनुदाने (२२२५ - ३६३६)**

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**HOMEPAGE**

***"If you believe in living a respectable life, you believe in self-help which is the best help!"***

**-DR.B.R.AMBEDKAR**

***“A great man is different from an eminent one in that he is ready to be the servant of the society’’***

**-DR.B.R.AMBEDKAR**

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**ABOUT US**

**THE CONSTITUTION OF INDIA**

Article 46 of Indian constitution requires the State ‘to promote with special care the educational and economic interests of the weaker sections of the people, and, in particular, of the Scheduled Castes and the Scheduled Tribes, and to protect them from social injustice and all forms of exploitation.

As per the constitution of India and government of Maharashtra state, we under department of social justice and special assistance strive to serve the best to this section of society. Take various initiatives foster educational, economical, cultural devolvement among the Scheduled Castes and Neo-Buddhists. Giving financial assistance under this scheme to the NGOs for building monuments of eminent personalities, cultural centers, libraries, research centers, meditation centers is one of our efforts to develop this community culturally, educationally, and at the same time spiritually too.

**Mission –**

Construction of monuments of eminent personalities as well as development of places of cultural and educational as well as spiritual importance to create everlasting object symbolizing the life and accomplishments of an eminent individual, bringing meaning & understandings to future generations of those who have come before.

In order to do this, Financial assistance shall be given to concerned voluntary NGO for construction of the cultural centers, meditation centers, training centers, libraries, research centers, etc.

**Recommendations for selection of NGOs: -**

1. It shall be mandatory to be registered under the Society Registration Act or charity act or Companies Act (Section-25) for concerned NGO.

2. Work in the public sector for at least three years shall remain binding for concerned NGO.

(3) It is mandatory for NGO to submit last three years audit report from Comptroller and Auditor General and CA from panel of Government of India along with the application.

(4) It is mandatory for the NGO to submit the bond showing their financial capability for future repairs and maintenance of the project.

5) Quality, social work and development of the NGO who has done work related to SC and Neo Buddhist historic eminent personalities would be taken into consideration while selecting an application. It is a right of the selecting committee to consider such NGOs as special matter while choosing proposal.

(6) There should not be more than two officials of NGO belonging to the same family / blood relatives. Affidavit regarding this should be submitted.

(7) Benefits of approved project should be taken only by maximum SC & Neo Buddhist community and it should be ensured by Assistant Commissioner & social welfare officers.

(8) All the officers and members of the NGO should belong to Scheduled Castes or Neo-Buddhists category only.

(9) projects from states other than Maharashtra shall not be approved under this scheme

(10) Only NGO’s run by Neo Buddhist converted from scheduled castes of Maharashtra will remain eligible for the scheme. And shall not be eligible for NGO’s run by neo Buddhists converted from other castes of Maharashtra.

(11) The officers and members of the concerned NGO shall not be from any other castes than scheduled cast and the maximum benefits of project should be taken by scheduled caste community only. Joint Affidavit regarding this should be submitted by president and secretary of NGO.

12) Caste Certificate and Caste Validity Certificate are binding on all the members of the NGO concerned.

(B) Project selection criteria for NGO’S

1) The area on which the project will be constructed should be owned by concerned NGO.

In this regard, the relevant documents shall be submitted by the officials of the NGO.

2) Cultural centers, vippasana centers, meditation centers, libraries, training centers, study centers, roads, water tanks, etc construction could be done by NGO under this scheme,.

3.) Culturally important places could be developed under this scheme. However, monuments of eminent person belonging to Scheduled Castes and Neo-Buddhists can be constructed at the site/place related to that person only. Projects based on cultural and ethical value development could be constructed anywhere in the state. It is not necessary to prove the cultural and historical importance of such projects.

4) Details of exact usage to be done of project constructed under this scheme should be included in proposal.

5) Location of such projects under this scheme should be convenient for everyone to visit.

**REGIONAL PROJECT SELECTION COMMITTEE-**

1.DIVISIONAL ASSISTANCE COMMISIONER ------ PRESIDENT

2. Superintendent Engineer, concerned Municipal Corporation

3. Executive/ municipal engineer ,municipal corporation, Municipal Council

4. Deputy Chief Executive Officer (panchayat) Zilla Parishad

5. Executive engineer, department of public works/ Z.P MEMBERS (IF CONCERNED)

6. Assistant Director, Town planning (Concerned district)

7. Assistant commissioner, social welfare (concerned district)

8. Assistant accounts officer/ assistant commissioner, social welfare

**STATE LEVEL SELECTION COMMITTEE FOR NGO**

1. HON.MINISTER, SOCIAL JUSTICE AND SPECIAL ASSISTANCE DEPT. ------------ PRESIDENT

2. HON. MINISTER OF STATE, SOCIAL JUSTICE AND SPECIAL ASSISTANCE DEPT. ----------- MEMBER

3. CHIEF SECREATARY /SECRETARY, JUSTICE AND SPECIAL ASSISTANCE DEPT. -------- MEMBER

4. COMMISSIONER, SOCIAL WELFARE COMMISSIONERATE,PUNE--------------- MEMBER

5. DEPUTY SECRETARY/ JOINT SECRETARY, SOCIAL JUSTICE AND SPECIAL ASSISTANCE DEPT-------- MEMBER SECRETARY

**Rules and regulations**

Cost estimates document presented by the NGO should be approved by a competent officer or government official from a related field example MMRDA, MNRDA, MJP, chief engineer, municipal corporation or such authority. Also as per ref. No. 3, date 21 -9-2019 gr of the department of public works, should be authorized by the chief engineer of the relevant department.

(2) According to the cost estimates certified by the competent authority, the maximum estimated amount of small projects shall be Rs. 5.00 crore while the maximum estimates shall be rs.10.00 crore for large projects. The power to increase this limit will remain with the selection committee with the approval of hon'ble chief minister.

(3) 90% to the total estimated cost of the proposed project shall be contributed by government and 10% by the concerned organization. Concerned should have maintained amount of this 10% in their bank account for past 3 months from the day they have submitted proposal.

(4) The funding available in the financial year under this scheme will be equally distributed among the divisions and under individual divisions it will distributed as per the progress of projects. Also, right to make the changes if necessary, will remain with the selection committee.

(5) Once the commissioner of social welfare, pune receives the funds approved by the government for a project under this scheme, he/she should transfer the whole amount (90%) from the treasury to the assistant commissioner, social welfare(concerned district) through concerned regional deputy commissioner and shall be deposited in the joint account in the name of an authorized representative of concerned NGO and assistant commissioner, social welfare.

If, approved estimate of project is rs.2 crore or less than that then funds distribution responsibility shall remain with assistant commissioner, social welfare. If the approved estimate of project is more than rs. 2 crore then evaluation certificate at the prescribed state of the project shall be submitted for the approval by the assistant commissioner, social welfare. And after it gets approved by deputy commissioner, funds distribution process shall be done.

Also, tender process for the construction of concerned project should be implemented by competent officer of concerned district's department of public works or authorized officer of relevant field e.g. MMRDA, MNRDA, MJP, Chief engineer, Municipal corporation or by such authorities.

**Funds distribution process-**

1) First installment approximately 25% --- After receiving work order contractor shall start working on project and complete construction of amount around 25% of funding. Also, work around amount of 5% from NGOs funding shall be done, hence evaluation certificate from competent official of this 30% of funding’s work shall be received and submitted to the assistant commissioner for funds distribution .

It is mandatory to submit report of satisfactory work should be submitted before paying 2ND and later installment after doing the above assessment, assistant commissioner shall distribute funds to contractor.

2) Second installment approximately 25%-- Contractor should continue project construction work and completing work around 55% of funding amount and then submit evaluation certificate from competent official regarding work to the assistant commissioner, social welfare. And the assistant commissioner shall then distribute the funds.

3) Third installment approximately 25%-- Contractor should continue project construction work and completing work around 80% of funding amount. Also, work from 5% amount of funding by NGO should be done. Evaluation certificate from competent official of this 85% of funding’s work shall be received and submitted to the assistant commissioner , social welfare. And assistant commissioner shall do funds distribution proceeding.

4) forth installment (last installment)- Contractor should do the remaining project construction work and complete work of 100% of funding amount. evaluation certificate from competent official of this 100% of funding’s work shall be received and submitted to the assistant commissioner , social welfare. And assistant commissioner shall do funds distribution proceeding for remaining 15% of amount.

Submission of satisfactory work report from competent official shall be mandatory before distribution of final installment of funding.

* It is mandatory to submit utility certificate of 100% funding used and completion certificate before 1 month to concerned regional deputy commissioner. and regional deputy commissioner should submit the same to the commissioner, social welfare, Pune.
* The interest over the funding amount in joint account between NGO and assistant commissioner for period of more than one year should be deposited to the saving account of government.

**RULES AND REGULATIONS FOR NGO REGARDING OWENERSHIP/ MAINTANCE OF PROJECT AREA**

A) ABOUT PROJECT AREA AND OWNERSHIP –

1. Project area should be owned by NGO

2. If the project area is from the funding of any Gov. /Non govt./Private/Individual then the agreement having terms and conditions regarding using that area for specific purpose should be submitted with the proposal by NGO.

3. Agreement between district’s assistant commissioner, social welfare, and NGO is mandatory.

B) ABOUT REPAIR AND ,MAINTAINENCE OF BUILDING OF PROJECT.

1. Responsibility of maintenance, repairs, domestic tax, electricity bill, water tax, daily expenses, etc of building shall remain with NGO.

2. If concerned NGO is not capable of doing maintenance, repairs etc then government will take over the all the project area and building.

**NECCESARY MECHANISM PROJECT CONSTRUCTION**

1. Project advisor should be appointed for taking care of quality work of construction. The expenses of project advisor should be bare by NGO from their own funding. To set mechanism for project construction Project advisor should submit draft tender forms as per the standard of department of public works to the district level committee and after approval of district committee assistant commissioner, social welfare should publish e-tender of construction.

2. It is mandatory for the NGO to complete construction work in prescribed timeframe after approval order from department of public works,

3. tender selection will be done by the following district level committee

* Assistant commissioner, social welfare department (concerned district) -- President
* Executive engineer ,department of public works.
* Representative of NGO (president/secretary) Members
* District officer of social welfare ,Z.P (concerned)
* Divisional accounts officer, department of public works
* Assistant accounts officer, social welfare (concerned district)---- Member secretary

4. Monitoring the project construction of NGO will be the responsibility of district level committee. If any disputes arises, if the progress of project is not matches with this agreement or at any point construction company has to be changed then as per department of public works, assistant commissioner, social welfare will do proceedings after approval of district committee.

**OTHER GUIDELINES-**

(1) It is mandatory to mention on the nameplate of a project building that it has been constructed under the grant received from the Social Justice department of Government of Maharashtra.

2) As government has given grant for approved projects ownership, government (concerned assistant commissioner ) will have other rights too. This term should be mentioned in the agreement with the NGO, and concerned assistant commissioner should do proceedings for other rights to as early as possible with the help of revenue department .

(3) In case of any irregularity/ misuse of the funds by NGO has been noticed by government then it would be right of concerned assistant commissioner ,regional deputy commissioner, commissioner of social welfare/ government to take immediate legal action against NGO.

(4) Utility certificate of project progress and grants should be submitted to the government by assistant commissioner by approval of regional deputy commissioner of social welfare, through commissioner of social welfare.

(5) NGO distributed grants to should follow Appendix-c and, subjects mentioned by the government .And it is necessary make agreement as per these norms with regional deputy commissioner, social welfare.

6) If any inappropriate process noticed in government approved projects then government shall have right to take legal actions.

7) Motive behind this financial assistance to NGO is development and social ,intellectual growth of sc and neo Buddhist community. Hence the projects constructed under the government’s grants shall not be used commercially. However taking prior permission from assistant commissioner of social welfare for taking nominal fees for the maintenance ,repairs and other expenses is mandatory.

8) If government notice any commercial use of the project by NGO, then the concerned revenue department will do the recovery of grants with lump sum interest at prevailing interest rates of long term loans of national bank. Terms regarding this should be included in agreement.