

**SCHEME OF PREVENTION AND CONTROL OF JUVENILE
SOCIAL MALADJUSTMENT**

A Programme on Juvenile Justice



सत्यमेव जयते

GOVERNMENT OF INDIA
MINISTRY OF WELFARE
NEW DELHI

SCHEME OF PREVENTION AND CONTROL OF JUVENILE SOCIAL MALADJUSTMENT

During the Seventh Plan period, a major break-through was achieved in the field of legislation of children by the enactment of the Juvenile Justice Act, 1986, which was enforced throughout the country, except J & K State, on 2nd October, 1987. For the first time, a uniform law for the whole country, to cater for the care, protection, development and rehabilitation of both neglected and delinquent children, was enacted and enforced. This Act replaced the various Children Acts in force in different States, thus bringing about uniformity in procedures, institutions, courts services and facilities for neglected and delinquent juveniles. The Act prescribed a preferential and specialised approach towards such children and also aims at enhancing the quality of institutional care to be provided to the effected children. It calls for a thorough restructuring of the juvenile correctional system so as to make optimum use of the family, community and social organisations. The focus is sought to be shifted from more punishment and correction to growth, development and rehabilitation of children in distress.

OBJECTIVES :

The scheme has the following objects:

- i) To provide for full coverage of the services contemplated under the Juvenile Justice Act, 1986 in all the districts so as to ensure that no child under any circumstances is lodged in Prison.
- ii) To evolve a system for separated handling of non-delinquent children covered under the Juvenile Justice Act, 1986 Vis-a-vis delinquents at various stages of their apprehension, processing and rehabilitation.
- iii) To bring about a qualitative improvement in the juvenile justice services on the basis of certain well-defined minimum standards.
- iv) To develop infrastructure for an optimum use of community based welfare agencies in the care, protection and rehabilitation of maladjusted children as contemplated in the Juvenile Justice Act, 1986.

- v) To promote voluntary action for the prevention of juvenile social maladjustment and the treatment and rehabilitation of socially maladjusted juveniles.

II. APPROACH:

Under the scheme, the juvenile justice system, is intended to be developed in keeping with the true spirit of the new law, without undermining the dignity and rights of the juvenile. A systematic effort will be made to ensure that only those categories of juveniles are processed through the formal system consisting of the police, courts and correctional institutions which could not be handled by the informal social control mechanisms within the family of the community. For this purpose, the services of the voluntary welfare agencies will be utilised to the maximum at various stages of referral, treatment and rehabilitation of juveniles especially with regard to non-delinquents. A variety of alternatives including foster care, sponsorship, probation etc, will be resorted to, on a selective basis. An effective linkage will be established with community-based welfare institutions, whether run by voluntary organisations or set up under the general child welfare, by way of licensing or certification. In this respect, the institutions established under the Scheme for the welfare of Children in Need of Care and Protection by voluntary agencies will also be utilised for the placement of non-delinquent categories of children coming within the purview of the law. Institutional care will be used only as the last measure by enlarging the range of suitable alternatives. A much greater stress will be placed on individualized handling of the juvenile through a programme of study and diagnosis, appropriate placement, corrective education, vocational training and social re-assimilation. Obviously, high priority would be given to the training of juvenile justice functionaries from the police, courts and correctional agencies as also of voluntary workers engaged in this field.

III. PROGRAMME DEVELOPMENT:

Accordingly, the institutional and non-institutional pattern of service under the juvenile justice system is envisaged to be so reorganised as to render individualised care to the juvenile in keeping with his personality traits and welfare requirements. Adequate number of Juvenile Courts for delinquents and Juvenile Welfare Boards for non-delinquents coming within the purview of the Juvenile Justice Act, 1986 will be established by State Governments and Union Territory Administrations. During their processing, the non-delinquent categories of children will be lodged separately from delinquents, preferably with individuals or voluntary institutions to be recognised as place of safety. As far as possible, these categories will be handled by authorised persons or organisations rather than the police. For juvenile delinquents machinery for study and diagnosis will be made available by opening additional observation homes to cover all the districts. The existing institutions set up by State Governments and Union Territory Administrations will be upgraded on the basis of accepted norms. As far as possible, the homes for destitute children functioning under the Ministry's scheme for the Welfare of children in need of Care and Protection being implemented through voluntary agencies will be recognised for the care, treatment and rehabilitation of non-delinquent categories of children processed through Juvenile Justice Act, 1986. However, additional institutions may be necessary both under the government and voluntary organisations once the Act is effectively enforced. Side by side, a regular programme for the training of functionaries of the juvenile justice system and voluntary organisations engaged in this field will be initiated through State Government and Union Territory Administrations. In developing these services, the standards enunciated in the Operations Manual for children Act are proposed to be followed with such modifications as found suitable to local conditions.

IV. STRATEGY FOR THE VIII PLAN

THRUST AREAS:

It has been observed that for effective imple-

mentation of the Juvenile Justice Act, 1986, the existing infrastructure in term of facilities in various children institutions need to be upgraded/created on uniform minimal level.

During the 8th Five Year Plan the emphasis shall be given on the following areas:

- i) To provide special and additional inputs in the existing Juvenile and Special Homes in every State/Union Territory for taking care of handicapped juveniles by providing necessary equipments and appliances. The basic features of this new provision of the scheme are enclosed in Annexure-a.
- ii) Augmentation of vocational training facilities in the Juvenile and Special Homes. These facilities will enable and prepare the inmates to stand on their own feet after their release from the homes.

V. FINANCIAL PROVISIONS:

The provisions suggested under the Seventh Plan are proposed to be utilised for the following items:

- (i) Setting up of Observation Home for 50 children: Each institution may entail an expenditure of Rs.22,40,000 (including Rs.18,26,000 non-recurring and Rs.4,11,000 recurring). Detailed guidelines for the setting up of such institutions are contained in Annexure-I.
- ii) Setting up of Juvenile Home/Special Homes for 100 children: Each institution may entail an expenditure Rs. 32,50,000 (including Rs. 25,50,000 non-recurring and Rs. 692,000 recurring). Detailed guidelines for the setting up of such institution are contained in Annexure-II.
- (iii) Upgradation of existing institutions: Provision to be made on the assessment of actual requirements of each State/Union Territory keeping in view the standards enunciated under (i) and (ii).

VI. STATE SALARY

A provision of Rs. 3.10 lakhs (Maximum) is made available towards Staff Salaries.

VII. Development of non-institutional services:

Expansion of services such as sponsorship, foster care, probation etc. (a) Rs.5/- per child per day.

The expenditure on the setting up of institutions and services as mentioned above will be shared on 50:50 basis between the Central and State governments and when incurred through voluntary organisations on 45:45:10 (in tribal areas on 47 1/2 : 47 1/2: 5 basis).

VIII. In case the Scheme is implemented:

through a non-governmental organisation, annexures, B, C, D, & E will be submitted to Govt. of India through State Govt./U.T. Administration.

GUIDELINES FOR THE ESTABLISHMENT OF OBSERVATION HOME (50 INMATES) FOR SOCIALLY MALADJUSTMENT CHILDREN

1. LOCATION OF INSTITUTION:

An Institution should be established at a place away from congested areas of metropolitan city or big town. The area should be congenial with natural surroundings. As the same time it would be well-connected by various modes of communication.

The location of an institution at a particular place will depend on the case-load of children committed by courts in that particular regions. It is also necessary to ensure that technical institutions like polytechnics industrial institute, educational institutions etc, are also located near the place so that the inmates of the institution will be able to receive the benefit of instructions and training in such institutions.

2. BUILDING:

(a) The building of an institution should be in keeping with its diversified programme of education, training and individualised treatment on scientific lines. The accommodation in each institution should take into account the following factors:

- i) type of children to be accommodated
- ii) programme content of the Institution
- iii) minimum standard required to be observed for accommodating the children.

(b) *The minimum standard of accommodation is as follows:*

Dormitory	-	40sq. ft. per child
classroom	-	sufficient accommodation
Workshop	-	sufficient work space
Playground	-	sufficient play ground area should be provided in each institution according to the total number of children in the institution.

Details of Building/Accommodation

(i)	2 Dormitories	Each 1000 sq. ft. for 25 inmates
(ii)	Class room	300 sq. ft. for 25 inmates
(iii)	Sickroom/First aid room	75 sq. ft. per inmate for 10. i.e. 750 sq. ft.
(iv)	Kitchen	250 sq. ft.
(v)	Dinning Hall	800 sq. ft.
(vi)	Store	300 sq. ft.
(vii)	Recreation room	300 sq. ft.
(viii)	Library	800 sq. ft.
(ix)	5 bath rooms	25 sq. ft. each i. e. 125 sq. ft.
(x)	8 latrines	25 sq. ft. each i. e. 200 sq. ft.
(xi)	Office rooms	(a) 300 sq. ft. (b) superintendent's room 200 sq. ft.
(xii)	Counselling and guidance room	120 sq. ft.
(xiii)	workshop	750 sq. ft. for 150 inmates a 50 sq. ft. per trainee.

3. Sanitation and Hygiene:

Each institution should have the following facilities:

- (i) Sufficient and treated drinking water
- (ii) Sufficient water for bathing and washing clothes, maintenance of cleanliness on the premises and for flushing latrines.
- (iii) Proper drainage system
- (iv) Arrangements for disposal of garbage
- (v) Protection from mosquitoes
- (vi) Sufficient number of latrines in the proportion of at least one latrine for seven children.
- (vii) Sufficient number of bath rooms in the proportion of at least one bath room for ten children.
- (viii) Sufficient number of urinals
- (ix) Sufficient number of washing places
- (x) Arrangements for getting the entire premises and buildings of the institution thoroughly cleaned at least once a day.
- (xi) Cleanliness in the kitchen.
- (xii) Fly-proof kitchen.
- (xiii) Arrangements for boiling clothes once a week: Arrangements for washing the clothes every day.
- (xiv) Sunning of bedding and clothing twice a week.
- (xv) Scrupulous cleanliness in the first Aid Room.

4. STAFFING PATTERN:

Staffing pattern for an institution with 50 children:

Personal	No. of posts	Qualification)
i) Superintendent	1	M. A. Social Work
ii) Medical Officer part-time	1	M. B. B. S.
iii) Probation officers/Case workers	4	M. A. Social Work
iv) Vocational Instructor	1	:
v) Education Teacher	1	Trained Graduate
vi) U. D. C.	1	Graduate with experience of accounts/ Administration.
vii) Matron	1	Matriculate with training in child care.
viii) D. D. C. Cum-Typist	1	Matriculate with knowledge of typing.
ix) Care-Takers	6	Matriculate with knowledge of child care.
x) Chowkidar	1	:
xi) Cook	1	:
xii) Helper	1	:
xiii) Peon	1	:
xiv) Sweeper	2	:

The statutory duties and responsibilities of the personnel will be as per the provisions of the Children Act.

Children should be involved in:

- Kitchen
- House keeping
- Gardening work

5. RECRUITMENT AND SELECTION OF THE PERSONNEL:

Considering the nature of work entrusted to the staff in the institution for children taken charge of under the Juvenile Justice Act. it is necessary that such staff should be trained in social work. This is essentially necessary in respect of superintendent of institution, probation officers and case workers.

Only such persons as are trained in social work should be recruited for these posts, and if untrained persons are holding the posts they should be deputed for training in recognised schools or institutes of social work.

Different training programmes for different categories of personnel should be organised:

- i) Newly recruited officers should be given training for 4 months.
- ii) Every officer functioning in the field of child welfare should be given training through refresher courses at least one in three years.
- iii) Staff conferences, seminars, workshop etc, should also be arranged for the purpose of imparting training to officers.

6. *Care-Takers:*

- i) On recruitment, care-Taker should be given a basic training for a period of three months.
- ii) Every Care-Taker should undergo a refresher course one in three years for a duration of one month.

7. *Teachers and Craft Instructors:*

Suitable training programmes for teachers and vocational instructors should be Programmes for in subjects like child psychology, child development, etc.

8. *Vocations to be imparted:*

1. Carpentry
2. Fittery
3. Auto Rikshaw/Cycle Repair
4. Blacksmithy
5. Textile Printing
6. Tailoring
7. Electrical trade
8. Printing
9. Soap making
10. Candle making
11. Light engineering
12. Any other vocation/trade fixed on local needs which has employment potential.

9. *MINIMUM STANDARDS OF SERVICES:*

Minimum standards for medical facilities should be fixed in terms of staff (full time and part time), number of beds, indoor and outdoor treatment facilities stocks of medicines, immunisation, preventive and curative services, etc.

10. *DIET SCALES:*

- a) Diet scales should be prescribed for each State according to local conditions and food habits.
- b) The diet should be wholesome, nutritious and balanced.
- c) The diet scales should be fixed in consultation with nutrition experts.

11. *CLOTHING AND BEDDING:*

- i) Three sets of clothing
- ii) Three sets of customary undergarments.
- iii) Two towels
- iv) One jersey for winter.
- v) Three sets of school uniform for children attending outside schools.

BEDDING: (As per local requirement)

- i) One thick cotton durry

Only such persons as are trained in social work should be recruited for these posts, and if untrained persons are holding the posts they should be deputed for training in recognised schools or institutes of social work.

Different training programmes for different categories of personnel should be organised:

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- ii) Three sets of customary undergarments.
- iii) Two towels
- iv) One jersey for winter.
- v) Three sets of school uniform for children attending outside schools.

BEDDING: (As per local requirement)

- i) One thick cotton durry

- ii) Two cotton bed-sheets
- iii) One chaddar
- iv) One blanket
- v) One pillow
- vi) Two pillow covers.
- 12. Estimated cost for providing services:
 - i) @ Cost of Construction:
(@Rs. 250/-per sq. ft. i. e. Rs. 18,06, 250.
 - ii) Maintenance (food, clothing, soap, oil etc)
(@Rs. 300/-per child per month i. e. Rs. 1, 80,000
 - iii) Contingencies (Water, electricity, postage, stationery etc.) (@Rs. 10/-per child per month i. e. Rs.6,000/-
 - iv) Bedding
(@Rs. 100/-per child per annum i. e. Rs. 5000.00
 - v) Furniture,equipment & utensils Rs. 20,000,00.
 - vi) Salary of staff for one year Rs. 2,20,000.

NO n-recurring expenditure:

Cost of Construction	18,06,000
Furniture, equipments & utensils	20,000
	<hr/>
	18,26,00

Say Rs. 18,26,000

Recurring expenditure:

Maintenances	1,80,000
Contingencies	6,000
Bedding	5,000,00
Salary of Staff	2,20,000,00
	<hr/>
	4,11,000,00

Non Recurring expenditure 18,26,000

Recurring expenditure 4,11,000

Total Expenditure

22,37,000

Say Rs. 22,40,000,00

GUIDELINE FOR THE ESTABLISHMENT OF JUVENILE HOME/ SPECIAL HOMES FOR SOCIALITY MALADJUSTED CHILDREN

1. Location of Institution:

An Institution should be established at a place away from congested areas of metropolitan city or big town. The area should be congenial with natural surroundings. At the same time it should be well-connected by various modes of communication.

The location of an institution at a particular place will depend on the case-load of children committed by courts in that particular region. It is also necessary to ensure that technical institutions like polytechnics, industrial institutions etc, are also located near the place so that the benefit of instructions and training in such institutions.

2. Building:

(a) The Building of an institution should be in keeping with its diversified programme of education, training and individualised treatment on scientific lines. The accommodation in each institution should take into account the following factors:

- i) type of children to be accommodated
- ii) programme content of the institution
- iii) minimum standard required to be observed for accommodating the children.

b) The minimum standard of accommodation is as follows:

Dormitory	-	40 sq. ft. per child
Classroom	-	sufficient accommodation
Workshop	-	sufficient work space
Playground	-	sufficient play ground are should be provided in each institution according to the total number of children in the institution.

Details of Building/Accommodation:

i) 5 Dormitories	-	Each 800 sq. ft. for 20 inmates
ii) Class room	-	300 sq. ft. for 25 inmates
iii) Sickroom/First aid room	-	76 s. ft. per inmate for 10 i. e. 750
iv) Kitchen	-	250 sq. ft.
v) Dinning Hall	-	800 sq. ft.
vi) 3 stores	-	300 sq. ft. each i.e. 900 sq. ft.
vii) Recreation room	-	300 sq. ft.
viii) Library	-	800 sq. ft.
ix) 10 bath rooms	-	25 sq. ft. each i.e. 250 sq. ft.
x) 15 latrines	-	25 sq. ft. each i.e. 250 sq. ft.
xi) Office rooms	-	(a) 300 sq. ft. (b) superintendent's room 200 sq. ft.
xii) Counselling and guidance room	-	120 sq. ft.
xiii) Workshop	-	750sq. ft. for 15 inmates (@50 sq. ft. per trainee.

3. Sanitation and Hygiene:

Each institution should have the following facilities

- i) Sufficient and treated drinking water
- ii) Sufficient water for bathing and washing cloths, maintenance of cleanliness on the premises and

- for flushing latrines.
- iii) Proper drainage system.
 - iv) Arrangements for disposal of garbage.
 - v) Protection from mosquitoes.
 - vi) Sufficient number of latrines in the proportion of at least one latrine for seven children.
 - vii) Sufficient number of utensils.
 - viii) Sufficient number of bath rooms in the proportion of at least one bath room for ten children.
 - ix) Sufficient number of washing places.
 - x) Arrangements for getting the entire premises and buildings of the institution thoroughly cleaned at least one a day.
 - xi) Cleanliness in the kitchen.
 - xii) Fly-proof kitchen.
 - xiii) Arrangement for boiling clothes once week; arrangements for washing the clothes every day.
 - xiv) Sunning of bedding and clothing twice a week.
 - xv) Scrupulous cleanliness in the First Aid Room.

4. STAFFING PATTERN:

Staffing Pattern for an institution with 100 children:

PERSONNEL	NO. OF POSTS	QUALIFICATION
i) Superintendent	1	M.A. Social Work
ii) Medical Officer	1	M. B.B. S.
iii) Probation Officer/Case workers	4	M.A. Social Work
iv) Vocational instructor (Part-time or on counteract basis)	1	
v) Education Teacher	2	Trained Graduate
vi) U. D. C.	2	Graduate with experience of Accounts/ Administration.
vii) Matron	1	Matriculate with training child care.
viii) L. D. C. Cum-Typist	1	Matriculate with knowledge of typing.
ix) Care-Taker	8	Matriculate with knowledge of child care.
x) Chowkidar	1	
xi) Cook	1	
xii) Helper	1	
xiii) Peon	1	
xiv) Sweeper	2	

The statutory duties and responsibilities of the personnel will be as per the provision of the Children Act.

Children should be involved in:

- Kitchen work
- House keeping and
- Gardening Work

5. Recruitment and Selection of the personnel:

Considering the nature of work entrusted to the staff in the institution for children taken charge of under the juvenile Justice Act, it is necessary that such staff should be trained in social work. This is essentially necessary in respect of superintendent of institution, probation officers and case workers. Only such persons as are trained in social work should be recruited for these posts, and if untrained persons are holding the posts they should social work.

Different training programmes for different categories of personnel should be organised:

- i) Newly recruited officers should be given training for 4 months.

- ii) Every officer functioning in the field of child welfare should be given training through refresher courses at least once in three years.
- iii) Staff conference, seminars, workshop, etc. should also be arranged for the purpose of imparting training to officers.

6. CARE-TAKEN

- i) On recruitment, Care-Takers should be given a basic training for a period of three months.
- ii) Every Care-Taker should undergo a refresher course once in three years for a duration of one month.

7. TEACHERS AND CRAFT INSTRUCTORS:

Suitable training programmes for teachers and craft instructors should be organised in subjects like child psychology, child development etc.

8. VOCATIONS TO BE IMPARTED:

- 1) Carpentry
- 2) Fittery
- 3) Auto Rikshaw/Cycle Repair
- 4) Blacksmithy
- 5) Textile Printing
- 6) Tailoring
- 7) Electrical trade
- 8) Printing
- 9) Soap making
- 10) Candle making
- 11) Light engineering
- 12) Any other vocation/trade fixed on local needs which has employment potential.

9. MINIMUM STANDARDS OF SERVICES:

Minimum standards for medical facilities should be fixed in terms of staff (full time and part time); number of beds, indoor and outdoor treatment facilities, stocks of medicines, immunisation preventive and curative services, etc.

10. DIET SCALE

- a) Diet scales should be prescribed for each State according to local conditions and food habits.
- b) The diet should be wholesome, nutritious and balanced.
- c) The diet scales should be fixed in consultation with nutrition experts.

11. CLOTHING AND BEDDING:

Each child should be provided with the following clothing and bedding:

CLOTHING:

- i) Three sets of clothing
- ii) Three sets of customary undergarments
- iii) Two towels
- iv) One jersey for winter
- v) Three sets of school uniform for children attending outside schools.

BEDDING: (As per local requirement)

- i) One thick cotton durry
- ii) Two cotton bed-sheets
- iii) One chaddar
- iv) One blanket

- v) One pillow
- vi) Two pillow covers

12. ESTIMATED COST FOR PROVIDING SERVICES:

1. Cost of Construction:
(@Rs. 250/-per sq. ft. for 10,000 sq. ft. i.e. Rs. 25,00,000)
2. Maintenance (food, clothing, soap, oil etc.)
(@Rs.300/-per child per month i.e. Rs. 3,60,000)
3. Contingencies (water, electricity, postage, stationery etc.)
4. (@Rs.10 per per month i.e. Rs. 12,000,00)
5. Bedding @Rs. 100 per child per annum i.e. Rs. 10,000.00
6. Furniture, equipments & utensils Rs. 50,000/-
7. Salary of Staff for one year Rs. 3,10,000.00

Non-recurring expenditure:

Cost of Censtruction	25,00,000
Furniture, equipments & utensils	50,000
	25,50,000

Say Rs. 25,50,000/-

Recurring expenditure:

Maintenance	3,60,000
Contingencies	12,000.00
Bedding	10,000.00
Salary of Staff	3,10,300.00
	6,92,000.00

Say Rs.6.20,000.00

Non-recurring expenditure

25,50,000

Recurring expenditure

6,92,000

Say Rs. 32,40,000/-

32,42,000

Additional inputs in Juvenile Homes where a minimum 10 number of Handicapped Juvenile are also accommodated

A. <i>Recurring Expenditure</i>	Salary	Total per year
a) One vocational Instruction (specialised in the vocational guidance and Training)	Rs.2000/- per month	Rs. 24,000/-
B. <i>Non-Recurring expenditure</i>		
i) Psychological Test Material		Rs. 2500/-
ii) Training Material for speech and language		Rs. 2500/-
iii) Financial Aids		Rs. 5000/-
iv) Teaching material		Rs. 5000/-
		<hr/> Rs. 15,000/-
Total <u>Re curring & Non-Re curring</u> Expenditure		Rs. 24000/-
		<hr/> Rs. 15000/-
		<hr/> Rs. 39000/-

**APPLICATION FOR GRANT-IN-AID UNDER THE SCHEME OF
PREVENTION AND CONTROL OF JUVENILE SOCIAL
MALADJUSTMENT, IN CASE, IMPLEMENTED THROUGH A
NON-GOVERNMENTAL ORGANISATION**

Note: Application should be neatly filled in.

Applications received in incomplete form will not be entertained.

1. Name of the Organisation
2. Complete Postal Address
3. Date of Establishment
4. Whether notified under the Juvenile Justice Act, 1986.
If yes, number and year of registration
5. (Attested copy of REGISTRATION Certificate to be enclosed)
6. Whether the organisation is of national level or state level.
7. Brief details of the organisation, its objective and activities during the last two years.
8. Details of activities/programmes undertaken for the development of children during the last two years (Progress of activities and audited statements of accounts of expenditure incurred with the no. of beneficiaries covered during last two years to be enclosed).
9. No. of Managing Committee members and number of SC/ST members on the Managing committee. (List of names and addresses, occupation of the Managing Committee Members to be enclosed)
10. Details of the projects under the scheme for which grant-in-aid is sought and details of its proposed implementation.
11. No of beneficiaries to be covered under the projects and estimated expenditure involved (item-wise details of expenditure of non-recurring and recurring nature should be enclosed separately).
12. Whether the application is getting with the concurrence of the Managing Committee/General Body of the Organisation, as required in the by-laws of the Organisation.
13. Whether the Organisation is getting financial assistance from any other Central/State government/ Semi-government/any other source. If so, indicate the details of such assistances received during the last three years.
14. Copies of the following documents to be attached:
 1. Constitution of the organisation and its Articles of Memorandum
 2. Last annual report.

It is certified that I/we have read the guidelines and terms and conditions government the scheme of grant-in-aid t voluntary Organisations and undertake to abide by them on behalf of our Organisation/ Institution.

Signature

(Secretary/President)
(Name of Organisation)

**APPLICATION FOR CONTINUATION OF GRANT-IN-AID FOR
THE YEAR UNDER THE SCHEME FOR PREVENTION AND
CONTROL OF JUVENILE SOCIAL MALADJUSTMENT, IN CASE,
IMPLEMENTED THROUGH A NON-GOVERNMENT
ORGANISATION**

1. Name of the organisation with complete postal address
2. Details of the Project under the scheme undertaken during previous year:

Project with its location	Duration From To	Expenditure incurred	No. of beneficiaries covered (list to be attached)
(1)	(2)	3)	(4)

3. Exact impact of the projects on the beneficiaries during the previous.
4. NO. of honorary employees engaged in implementation of the projects:
SC ST GENERAL TOTAL
(A separate list indicating the names, qualifications and addresses of the employees to be enclosed).
5. No. of members of Managing Committee/Executive Committee and SC/ST representation on the Committee.
(A separate list indicating the names occupation and addresses of the managing Committee members to be enclosed If any of the members belong to SC/ST the same may be indicated against their names).
6. Audited statement of accounts having itemwise expenditure incurred and utilisation certificate duly certified by chartered Accountant or Govt. Auditor for the grant-in-aid given during the previous year.
7. Requirement of grant-in-aid of this year (item-wise details should be furnished).
8. No. of beneficiaries to be covered.
9. Whether the Organisation is getting financial assistance from any other sources for the projects under the scheme.
If yes, please indicate the details.
10. Whether the Organisation is getting financial assistance from other sources for other programmes.
If yes, please indicate the details.

It is certified that the information furnished above are correct and we undertake that the Ministry of Welfare, Government of India will not hold responsible if the grant is denied on the basis of any false information furnished by us.

Signature

General Secretary/
president

From

To

The Secretary
Ministry of Welfare
Government of India
Shastri Bhavan New Delhi-110001

Through

The Secretary to the Government of _____

Department of _____

Subject:

Sir,

I submit herewith an application (in duplicate) in the prescribed ~~pro~~forma, together with all relevant documents for grant-in-aid under the Scheme of Prevention and ~~Control~~ of Juvenile social Maladjustment I have read the term and conditions of the above scheme and ~~undertake~~ to abide by these.

2. It is requested that our request for grant may kindly be recommended to ~~the~~ Government of India early.

Your ~~faithfully~~,

Signature (_____)

Dated

Name of the Secretary/President
of the Organisation with stamp

Copy, with a copy of the complete application, is forwarded in advance to ~~the~~ Secretary, Ministry of Welfare, Shastri Bhavan, New Delhi-110001.

Signature of the Secretary/President

RECOMMENDATION OF THE STATE GOVERNMENT/UT ADMINISTRATION

The application dated from under the Scheme of Prevention and Control of Juvenile Social Maladjustment is forwarded herewith, duly recommended, to the Secretary, Ministry of Welfare, Government of India, Shastri Bhavan, New Delhi, with the undermentioned comments:-

- (i) That a Senior Officer of the Department has visited the organisation. A copy of his/her inspection report is enclosed;
- (ii) That the application of the organisation has been scrutinized and all the necessary documents have been given by the organisation.
- (iii) That the application has been examined and the organisation is found to be covered under the aforesaid scheme; and,
- (iv) That the organisation is a suitable one having experience in various social welfare programmes, such as _____

(Signature)

Name in Block Letters

Designation

Office Stamp

Dated:

Note:- The Officer signing the Certificate should be of and above the rank of an Under Secretary to the State Government/UT Administration.