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भारत सरकार
सामाजिक न्याय और
अधिकारिता मंत्रालय
शास्त्री भवन
नई दिल्ली-110001
GOVERNMENT OF INDIA
MINISTRY OF SOCIAL JUSTICE
AND EMPOWERMENT
SHASTRI BHAVAN
NEW DELHI-110001

999
11-3-99

Dated 22.2.1999

Dear

I am enclosing herewith a copy of the Ministry's Revised Scheme for Welfare of Street Children which will now bear the nomenclature of, " An Integrated Programme for Street Children'.

2. You are requested to prepare your proposal in accordance with the revised scheme and send it to the Ministry at the earliest. The salient features of the revised programme are as follows:-
 - a) The basic aim of the programme is to prevent destitution of children and facilitate their withdrawal from a life on the streets.
 - b) Under the programme a wide range of initiatives relating to street children, can be supported including those relating to shelter, nutrition, health care, sanitation and hygiene, safe drinking water, education, recreational facilities and protection against abuse and exploitation. The programme will endeavor to provide non-institution support.
 - c) The target group of the programme are essentially children without homes any family-ties i.e. street children and children specially vulnerable to abuse and exploitation such as children of sex workers and children of pavement dwellers. The revised programme seeks to shift the focus of these children from children living in slums who have hitherto been the main beneficiaries of the programme.
 - d) Up to 90% of the cost of each project will be covered by the Govt. of India and grants will be released in two equal half yearly installments.
 - e) A transitional period of three years effective from April 99 will be provided for adjust to the new programmes, particularly the shift in the target group. Also under the revised programme grants in aid will be provided to them at the per capital rate of rS 250/- per child per month. The utilisation of these grants in aid shall be left to the discretion of each individual agency. However, before the new funding pattern comes into force each NGO will be required to submit a detailed proposal of the

Arbitary
7-3-99

manner in which it propose to utilize the per capita grant in aid . The NGO in its proposal shall clearly specify item wise expenditure to be incurred which shall not be changed without the prior permission of the Ministry. The proposal of each NGO shall be finalised by the Ministry based upon the recommendations of the lead consultants.

- f) In the revised programme existing stipulation regarding minimum size of each project (300 children earlier), qualification relating to staff(BSW/MSW earlier) an item wise allocation of grants in aid shall not be insisted upon.

Best wishes,

Yours sincerely,

A.P. Singh

~~(A.P. Singh)~~

22/2/55.

Programme Component

- (i) City level surveys to determine the number of destitute and neglected street children;
- (ii) Documentation of the existing facilities both Governmental as well as non-governmental, available to meet the developmental needs of these children and preparation of City Level Plans of Action;
- (iii) Contact programmes offering counselling, guidance and referral services to destitute and neglected children aimed at their eventual withdrawal from a life on the street.
- (iv) Establishment of 24 hours drop-in shelters for children with facilities for night stay, safe drinking water, bathing, latrines, first-aid and recreation.
- (v) Non-formal education programmes imparting literacy, numeracy and life education.
- (vi) Programmes for reintegration of children with their families and placement of destitute and children in foster care homes/hostels and residential schools and their maintenance therein.
- (vii) Programmes for enrolment of these children in schools including full support for subsistence, education, nutrition, recreation and their wholesome development.
- (viii) Programmes providing facilities for training in meaningful vocations, trades and skills to earning capacity.
- (ix) programmes for occupational placement of destitute and neglected children.
- (x) Programmes aimed at mobilising preventive health services and providing access to treatment facilities.
- (xi) Programmes aimed at reducing the incidence of drug and substance abuse, HIV/AIDS and STDS and other chronic health disorders amongst these children.
- (xii) Programmes aimed at providing recreational facilities.
- (xiii) Post ICDS/Aganwadi programmes for children beyond 6

years of age unenrolled in schools, providing health care and nutritional supplement as well as special assistance to facilitate enrolment in schools.

- (xiv) Programmes for capacity building of NGOs, local bodies and State Governments to undertake related responsibility.
- (xv) Programmes for advocacy and awareness building on Child Rights.
- (xvi) Any other programme consistent with the Rights of the child and/or covered under the Juvenile Justice Act, 1986.

Eligibility for Assistance

Under the scheme, grants shall be sanctioned subject to terms and conditions laid down by this Ministry and provided applications for the same is received as per prescribed proforma. The agencies eligible for assistance shall be as follows:

- (i) State Governments and Union Territory Administrations.
- (ii) Institutions or organisations set-up by Government as autonomous bodies either under a statute or as a society registered under the Societies Registration Act, 1860 or otherwise.
- (iii) Educational and other institutions of the like local bodies and cooperative societies.
- (iv) Non-Government Organisations meeting the following requirements:
 - (a) It is a registered body under an appropriate Act so that it gets a corporate status and a legal personality and a group liability is for its activities.
 - (b) It has an appropriate administrative structure and a duly constituted managing/executive

committee.

- (c) The aims and objects of the organisation and programmes in fulfilment of those aims and objects and precisely laid down; and
- (d) The organisation is initiated and governed by its own members on democratic principles, without any external control.
- (e) The organisation shall not run for profit to any individual or a body of individuals and shall take an undertaking to submit periodically and punctually reports and returns as prescribed from time to time by the Government of India (Ministry of Social Justice & Empowerment).

The concerned organisation should have been registered for a period of two years but in case of North-Eastern region, Jammu & Kashmir, desert areas and under-served/under-represented areas the condition of two years will not be applicable. In any other deserving cases where an individual or a group of individuals has substantial background experience in specific sector and the individual or group of individuals want to work in that area the condition of two years may be relaxed by Secretary, Social Justice & Empowerment.

Funding Pattern

Upto 90 per cent of the cost of the project will be provided by the Government of India and remaining shall be borne by the Organisation/Institution concerned. In case of State Government/Municipal Bodies undertaking execution of any activity directly the funding pattern will remain 90 : 10 between the Government of India and the State Government/Municipal Corporation. However, where an activity is taken up by a Union Territory Administration,

100 per cent of the cost shall be borne by the Government of India. Similarly if the Ministry of Social Justice & Empowerment itself executes any part of the programme (city-wise enumerations, appointment of lead consultants/Chartered Accountants, advocacy and awareness generation activities, etc.) full cost shall be payable from budgetary allocations made for the programme.

Extent of Support to the Project

Under the programme while no pre-defined cost heads shall be stipulated, at the project formulation stage each implementing agency shall submit a detailed proposal clearly bringing out programme modalities and individual expenditure heads. The Ministry of Social Justice & Empowerment while approving the projects shall indicate the extent of support to the project as a whole as well as to each component of the project which shall not be variable except by prior approval of the Ministry. The staffing norms and honorarium for full time and part time staff will broadly be on the pattern of the other schemes of the Ministry. Depending upon the type of activity and the nature of service an appropriate amount not exceeding Rs 15.0 lakhs per annum will be sanctioned as recurring cost to each project. In exceptional cases the ceiling may be relaxed by Secretary(SJ&E).

Application and Sanction

An organisation desirous to apply for grant-in-aid under this programme will send its application to an authority or body designated for the purpose by the Ministry of Social Justice & Empowerment.

On receipt of an application for grant-in-aid inspection will be undertaken by the prescribed agency. On the basis of the inspection report of the prescribed agency

the proposal will duly be processed.

Inspection

The Ministry from time to time will specify the nature, type and periodicity of the inspection and audit and the agency which will be designated to carry out the inspection and the audit. The entire expenditure on this account will be borne by the Ministry of Social Justice & Empowerment from within the budget allocation for this programme.

Release of Grants-in-aid

The grant will be released to selected organisations in two equal half yearly instalments. The first instalment (50 per cent) will be released as soon as possible for the year to which the application pertains. An audited statement of accounts and the performance report for the previous year shall, however, be required before the second instalment is released. An organisation shall before it receives assistance from the Government of India execute a Continuity Bond valid for 5 years in the prescribed proforma to the effect that in the event of its failure to comply by any and or all the conditions of the grant shall be liable to refund the whole or such part of the grant as the Government may decide with interest thereon.

Should the actual expenditure on the items for which assistance was sanctioned fall below the level at which the grant was determined, the organisation shall be liable to refund unutilized portion of the grant to the Government of India. The organisation must exercise reasonable economy in expenditure on approved items. The organisation shall maintain separate accounts of the grants received under this scheme. They shall always be open to check by an officer deputed by the Government of India. They shall

also be opened to test check by Controller and Auditor General of India at his discretion. The organisation shall maintain a record of all assets acquired wholly or substantially out of government grant. Such assets shall not be disposed of, encumbered or utilised for purpose other than those for which the grants were given without prior sanction of the Government of India. The organisation will also submit to the Ministry a statement showing the equipment purchased out of the assistance with its price. If an organisation has already received or is expected to receive a grant from some other official sources for the purpose for which the application is being made under this scheme assessment of the grant will normally be made after taking into account grants from such other official sources. If it is found at a later date that the organisation had withheld or suppressed information regarding the grant from other sources, the grant from Government of India may be cancelled, reduced or the organisation may be asked to refund the grant already paid to it. The organisation should have its own organisational budget for the year for which it proposes to apply for assistance. The service of the organisation should be open to all citizens of India without distinction of religion, race, caste, language or any of them. The organisation shall be open to inspection by an officer of the Central Government and the State Government or a nominee of these authorities. The organisation shall furnish to the Ministry of Social Justice & Empowerment such information as the Ministry may require from time to time.

Programme Implementation

(i) City-wise Surveys

The Ministry with the help of competent institutions/organisations or professional agencies shall carry out an enumeration of street children in all State

Capitals as well as in other cities having a population of 1 million or more persons.

(ii) Performance Appraisal Mechanism

The Ministry will also appoint, "lead consultants" (competent institution, organisation, professional agency or in their absence State Government/Municipal Corporation) to :

- (a) Report upon the socio-economic background of street children in each identified city;
- (b) Prepare in coordination with City Level Forums a status report for each city in which amongst others services and facilities available to street children shall be documented;
- (c) Assist city level forums to prepare city level plans of action to augment services and facilities for street children;
- (d) Evaluate the operation of the Ministry's scheme of Welfare of Street Children in each city where the programme is already operational;
- (e) Assess the capabilities of NGOs applying for grants in-aid under the revised scheme;
- (f) Carry out an annual performance review of all participating NGOs for purpose of renewal of grants-in-aid as well as for programme formulation; and
- (g) Prepare an annual country report on the situation of street children.

(iii) City Level Forums

Based upon an assessment of the situation of street children, city level plans may be formulated. The responsibility for formulation and implementation of these plans may rest with the City Level Forums which shall comprise representatives of State Government, Local Municipal Corporation and city NGOs working for street

children. The Ministry of Social Justice & Empowerment may for the purpose constitute City Level Forums in all the cities in which the scheme becomes operational.

Amongst others the functions of the Forum may include:

- (i) Documentation of existing facilities in the city for street children;
- (ii) Formulation of city level plans;
- (iii) Coordination with the Central/State/Local Government and between NGOs themselves;
- (iv) Advocacy and awareness generation on the rights of children;
- (v) Organising training programmes for NGO functionaries.
- (vi) Organising orientation and sensitisation programmes for judicial, administrative and police personnel coming in contact with street children;
- (vii) Facilitating community participation in the programmes for street children;
- (viii) Developing quality and consistency in the programmes for street children;
- (ix) Mobilising resources through voluntary contributions from the community for street children programmes;
- (x) Administering the implementation of the scheme at the city level in conjunction with the Local Government;
- (xi) Establishing facilities for the common use of member organisations; and
- (xii) Documentation of the best practices adopted by NGOs working for street children;
- (xiii) Preparation and publication of an annual report on the situation of street children in the city/country;
- (xiv) Advise the State Government/the Government of India on formulation of policies and programmes for street children;
- (xv) Undertaking any other activity consistent with the best interests of street children.

The city level forums may be eligible to receive grants-in-aid for specific programme such as training, workshops, seminars, etc. The Government may also in addition provide annual grants to the forums as administrative support under the revised scheme.

On-going Projects Under the Pre-revised Scheme

The on-going projects under the pre-revised scheme may be allowed a transitional period to adjust to the new approach. Essentially they will have to increasingly focus upon children without homes and family ties and limit their interventions to one or more of the programme components of the revised scheme rather than operating omnibus programmes as at present. The pre-revised scheme restricts grants-in-aid for a project of 300 children to 90 per cent of Rs.8,21,600 i.e. to Rs.7,39,440 per annum. The per capita monthly cost comes to Rs.228, 90 per cent of which is provided by the Government of India as grants-in-aid i.e. Rs.205 per child per month. Since these rates were fixed 5 years ago it is proposed to allow for an increase of 25 per cent to compensate for cost escalations. Thus to the on-going projects during the transitional period grants-in-aid shall be provided at the rate of Rs.250 per child per month. In keeping with the revised approach existing stipulations regarding minimum size of each project, qualifications relating to staff and item-wise allocation of grants-in-aid shall not be insisted upon. Instead each NGO will be provided grants-in-aid at the rate of Rs.250 per child per month. The utilisation of these grants-in-aid shall be left to the discretion of each individual agency.

However, before the new funding pattern comes into force each NGO shall be required to submit a detailed

proposal of the manner in which it proposes to utilise the per capita grant-in-aid. The NGO in its proposal shall clearly specify item-wise expenditure to be incurred which shall not be changed without the prior permission of the Ministry. The proposal of each NGO shall be finalised by the Ministry based upon the recommendations of the lead consultants.

MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT

Name of the Scheme:

I. Application Form for New Proposal.

1. Organisation :
- Address :
- Phone :
- Fax :
- Telex :
- E-Mail :
- Grams :

- 2A (I) Name of the Act under which registered :
- (ii) Registration No. and date of Registration. :
(Please attach a photocopy)

- B Any other Organisation/Institute/ Body, if applicable, give details :

3. Registration under Foreign Contribution Act :

4. Memorandum of Association and Bye-Laws :
(Please attach a Photocopy)

5. Name and Address of the Members of the Board of Management/Governing Body :

6. List of documents to be attached :
- a) A copy of the Annual Report for the previous Year which should contain The balance-sheet (including receipt and payment account).
7. Details of the Project for which the grant-in-aid is being applied :
8. Grant-in-Aid applied for in the current year: :
- Non-recurring
- Recurring
9. Details of the staf employed Appendix-I. :
10. List of additional papers, if any given. :

I have read the scheme and fulfil the requirements and conditions of the Scheme. I undertake to abide by all the conditions of the Scheme.

Signature:

Name :

Address :

Seal

Date : .

Note: Wherever not applicable, specially in case of new organisation, please write - N.A.

MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT

Name of the Scheme:

II. Application Form for 1st Instalment.

1. Organisation :
- Address :
- Phone :
- Fax :
- Telex :
- E-Mail :
- Grams :

2A Audited/unaudited accounts :
for the previous year
indicating the experience
incurred on each sanctioned
item vis-à-vis the grant
sanctioned

(Not for a new NGO)

3. Budget Estimates for the :
financial year for which
grant-in-aid is required
(Show recurring and non-
recurring separately)

Signature:

Name :

Address :

Seal

Date :

MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT

Name of the Scheme:

III. Application Form for the 2ND INSTALMENT.

1. Organisation :
- Address :
- Phone :
- Fax :
- Telex :
- E-Mail :
- Grams :

2A Grant -in-Aid (in Rs.) Recurring Non-Recurring Total

A. Applied in the curring year:

B. Received as Ist Instalment:

C. Applied for 2nd Instalment : —

3 The applicant organisation should enclose following papers:-

- (i) Annual Report of the previous year.
- (ii) Audited Statement of accounts of previous year
(Receipts and payments statement and Balance sheet).
- (iii) Audited Utilisation Certificate with itemwise expenditure as per the sanctioned norms of grant.
- (iv) Details of staff employed as per Appendix .I
- (v) Details of beneficiaries as per Appendix .II
- (vi) Assets acquired wholly or substantially out of Government grants under GFR 19 as per Appendix.III.
- (vii) Any other information considered necessary by the organisation or as asked for .

Signature:

Name :

Address :

Seal

Date :

FORM GFR 19

[See Government of India's Decision (7) (b) under Rule 149(3)]
 Assets acquired wholly or substantially out of Government grants

Register maintained by grantee institution

Block Account maintained by Sanctioning Authorities.

Name of Sanctioning Authority.....

S. No.	Name of Grantee Association	No. and date of sanction	Amount of the sanctioned grant	Brief purpose of the grant	Whether any condition regarding the right of ownership of government in the property or other assets acquired out of the grant was incorporated in the grant in aid sanction	Particulars of assets actually credited or acquired	Value of Assets as on _____ _____	Purpose for which utilised at present	Encumbered or not	Reasons if encumbered	Disposed of or not	Reasons and authority, if any for disposal	Amount realised on disposal	R
1	2	3	4	5	6	7	8	9	10	11	12	13	14	

Signature.....

Name of Secretary/President.....

Seal of the Organisation.....

Place:

Date:

Note: In case there is no change from the previous a photocopy of the statement of the previous year be furnished with the following statement "No change from the year _____".

(Signed)