

# **SCHEME OF FINANCIAL ASSISTANCE FOR CREATION OF CULTURAL INFRASTRUCTURE**

## **COMPONENT-1: FINANCIAL ASSISTANCE FOR BUILDING GRANTS INCLUDING STUDIO THEATRES.**

<b>Sub-component-1B: Financial Assistance for Allied Cultural Activities</b>	
<b>1. OBJECTIVE</b>	The objective of this scheme sub-component is to provide financial assistance for creation of assets for enhancing the audio-visual spectacle for allied cultural activities to give first hand experience of live performances on regular basis and during festivals in open/closed areas/spaces where large numbers of tourists/visitors come regularly and during major events/festivals the number of visitors swells to lakhs.
<b>2. ELIGIBLE PROJECTS</b>	Grants will be given to projects for procurement of audio-video equipment, which will include:  Microphone, Transmitter, Power conditioner, Audio Mixer, Live Encoder, Router, Streaming Transceiver, Broadcast quality video cameras, Hyper Cardioid Microphones, Digital Mixer, Audio Delay Device, Amplifiers, Line Array Speakers, Network Switch, LED Display Controller, Audio De-Embedder etc.
<b>3. ELIGIBLE ORGANISATIONS</b>	<p><b>3.1</b> All not-for-profit organizations who are engaged at least for past three years in presenting the spectacle for allied cultural activities to give first hand experience of live performances on regular basis and during festivals in open/closed areas/spaces where large numbers of tourists/visitors come regularly and during major events/festivals the number of visitors swells to lakhs and shall also fulfill the following criteria, will be eligible:-</p> <p>(a) The organization is registered as a society under the Registration of Societies Act (XXI of 1860) or similar Acts, or as a Trust or as a Not-for-Profit Company, at least for a period of three years; and</p> <p>(b) The applicant organisation will submit a recommendation letter in the prescribed format (Annexure-I) from the District Authority (District Magistrate/District Collector/Deputy Commissioner) in this regard.</p> <p style="text-align: center;"><u>Or</u></p> <p><b>3.2</b> State Governments/Union Territories/District Authorities.</p>
<b>4. NATURE AND EXTENT OF ASSISTANCE</b>	<p><b>4.1</b> All grants under the sub-component will be a non-recurring nature. Recurring expenditure, if any, will be the responsibility of the grantee organization.</p> <p><b>4.2</b> Maximum assistance under the scheme component, including applicable duties &amp; taxes and also Operation &amp;</p>

	<p>Maintenance(O&amp;M) costing for five years, will be as under:-</p> <p>(i) Audio:100 Lakh; (ii) Audio+Video:150 Lakh</p> <p><b>Note:</b> While indicating cost estimate of the equipments, the applicant organization will have to separately specify the duties &amp; taxes and O&amp;M costing for five years.</p> <p><b>4.3</b> Assistance under this Component to a grantee organization will be restricted to a maximum of 90% (including taxes and duties) of the approved estimated project cost along with five years O&amp;M cost, within the prescribed monetary ceiling. The balance of the approved estimated project cost is to be incurred by the organization as its 'matching share'.</p>
<p><b>5. APPLICATION PROCEDURE</b></p>	<p><b>5.1</b> National Science Centre(NSC) under the Ministry of Culture will notify the scheme sub-component through its website/Ministry's website: <a href="http://nscd.gov.in/https://indiaculture.nic.in/">http://nscd.gov.in/https://indiaculture.nic.in/</a>.</p> <p><b>5.2</b> Applications in the prescribed proforma along with all the requisite enclosures would have to be submitted to "The Director, National Science Centre, Near Gate No.1, Bhairon Road, Pragati Maidan, New Delhi-110001."</p> <p><b>5.3</b> All documents mentioned under Clause 6 below must accompany the application. Applications received without any of these mandatory documents will not be taken up for consideration and may be returned to the applicant.</p>
<p><b>6. DOCUMENTS TO BE ATTACHED</b></p>	<p>The application should be accompanied by the following documents:</p> <p><b>6.1</b> Project Report/Proposal which will include–</p> <p>(a) Organization's profile containing a description of the organization, its strengths, achievements and year-wise details of its activities over the last 3 years.</p> <p>(b) Description of the project/proposal including its rationale/ justification. [The grantee must submit proposal with branded equipments.]</p> <p>(c) Summary of the cost estimates. [The cost of equipments should be arrived after calling for sufficient number of quotations of the same brand of equipments from different suppliers and the same should be part of the proposal.]</p> <p>(d) Sources of finance/funds for matching share.</p> <p>(e) Time schedule for completion of project, and</p> <p>(f) Indicate post completion plan how the organization will manage the operation and maintenance of the facility created through the project and meet the recurring maintenance/ operational costs.</p> <p><b>6.2</b> Copy of the Certificate of Registration under the Societies Registration Act, 1860 or other relevant Acts in respect of the</p>

applicant organisation.

**6.3** Copy of the Memorandum of Association (or Trust Deed) of the organization including Rules & Regulations, if any.

**6.4** List of present members of the Board of Management/ Office Bearers/Trustees with name & address of each member.

**6.5** Copies of Annual Accounts [Income & Expenditure Statement, Statement of Receipt & Payment and Balance Sheet] for the last three financial years (duly certified / audited by a Chartered Accountant or Government Auditor).

**6.6** Copies of last three year's Income Tax Assessment Orders, where applicable.

**6.7** Documentary evidence in support of the claim that the organization has secured or made arrangements to secure its matching share e.g. a bank statement, loan sanction letter, letter of the State Government / Union Territory Administration/ Local Body etc. sanctioning funds for the project.

**6.8** Resolution (in the prescribed format) of the Board of Management/ Executive Board/ Governing Body of the organization authorizing a person to sign the application for grant, bond etc. on behalf of the organization.

**6.9** A Bond (in the prescribed format) for the assistance sought, on a stamp paper of prescribed denomination.

**6.10** Copy of active Unique ID Number obtained from NGO Darpan Portal.

**6.11** Copy of PAN Card of the grantee organisation, where applicable.

**6.12** A Bank Authorization letter (in the prescribed format) showing ECS details of the Bank Account of the organization, which should be duly verified by the Bank Manager of the concerned Bank.

**6.13** (i) The organisation will submit a recommendation letter in the prescribed format (Annexure-I) from the District Authority (District Magistrate/District Collector/Deputy Commissioner) in respect of the proposal and also certificate indicating that the applicant organisation is involved in the activities in the field of objective as mentioned in above clause 1.

(ii) An undertaking will also be required from applicant (Annexure-II) to the effect that they will follow the norms prescribed under "The Noise Pollution (Regulation And Control) Rules, 2000" issued under

	<p>the Environment (Protection) Act, 1986 and also the orders dated 18.7.2005 of Hon'ble Supreme Court of India in W.P. (C) No. 72 of 1998, with Civil Appeal No. 3735 of 2005 (arising out of SLP (C) No. 21851/2003). In case of violation of these provisions the grantee organisation will solely be held responsible.</p> <p><b>6.14</b> An undertaking (Annexure-II) that equipment project will be completed by the grantee organisation within a period of one year from the date of release of the 1<sup>st</sup> installment. If the project is not completed within the prescribed period of one year, no further grant shall be released to the organisation and the claim will become time barred.</p> <p><b><u>NOTE:</u></b></p> <p>(a) The applicant organizations are free to attach any other document they may wish to submit in support of their proposal (e.g. Annual Reports, Press clippings/ reviews, award letters, affiliation letters etc.).</p> <p>(b) Wherever the documents are in a regional language, an English or Hindi version must also be made available. Wherever copies of certain documents are being submitted, the same should be duly attested by a Gazetted Officer or Notary Public.</p> <p>(c) For proposals from State Governments or Union Territories or District Authorities that are dedicated to the allied cultural activities, out of the documents specified at clause nos. 6.1 to 6.14 above, only such documents as are relevant to the applicant organization will need to be provided.</p>
<p><b>7. EVALUATION PROCEDURE</b></p>	<p><b>7.1</b> All applications received by the National Science Centre(NSC), New Delhi will be scrutinized for completeness as per the requirements of the Scheme sub-component. Applications which are incomplete (without requisite documents provided under clause no.6 above) will not be processed further for evaluation by the Expert Committee.</p> <p><b>7.2</b> Technical and Financial appraisal of the equipment for which financial assistance is sought, shall be done by National Council of Science Museum (NCSM).</p> <p><b>7.3</b> There will be an Expert Committee constituted under the Chairpersonship of Joint Secretary (P.Arts), Ministry of Culture to evaluate the applications received under the scheme sub-component. Director, NSC, New Delhi and Director, NCSM, Kolkata will be Members whereas Director/Deputy Secretary(P.Arts) will be the Member Secretary of the Committee.</p> <p><b>7.4</b> Applications complete in all respects will be taken up in batches for consideration by the Expert Committee, which will meet from time to time during the year, depending on the number of applications received for the grant.</p>

	<p><b>7.5</b> The Expert Committee will evaluate each project proposal on its merit, with specific reference to the following :</p> <p>(a) Whether the applicant organization is well established in the field and has got an identity of its own;</p> <p>(b) Whether the proposal is well-conceived;</p> <p>(c) Whether the cost estimates are reasonable; and</p> <p>(d) Whether the organization has capacity or has made arrangements to bring in their matching share to complete the project.</p> <p><b>7.6</b> As far as possible the proposals will be considered and recommended keeping in view the geographical spread of the country.</p>
<p><b>8. SANCTION AND RELEASE OF GRANT</b></p>	<p><b>8.1</b> On approval of the project proposal, the Ministry will communicate the decision to the organization, indicating the approved total cost of the project, the quantum of assistance sanctioned, the quantum of matching share of the organization and other terms and conditions for release of the sanctioned amount of assistance.</p> <p><b>8.2</b> The sanction letter issued by the Ministry for release of grant should clearly specify the equipments for which the grant has been sanctioned. The sanction should also specify the purchase of same make/brand of equipments as contained in the original proposal and as approved by the Competent Authority.</p> <p><b>8.3</b> The sanctioned amount of assistance will be released in two installments in the following manner:-</p> <p>(1) <u>First Installment</u>: The first installment equal to 60% of the sanctioned assistance will be released on approval of the project proposal/sanction by the Ministry without any further correspondence with the grantee organisation.</p> <p>(2) <u>Second and final Installment</u>: The second installment equal to 40% of the sanctioned grant will be released after:-</p> <p>(i) The grantee organisation has submitted the following documents:-</p> <p>(a) Physical and financial progress report on the equipment project from a Chartered Accountant, giving details of equipment purchased, along with self attested copy of invoice bill and coloured photographs.</p> <p>(b) A certificate from Chartered Accountant to the effect that: Some/All equipments as listed hereunder have been purchased out of the cultural equipments approved under the instant project; Remaining equipments shall be procured after receiving next installment of grant; and indicating Valuation of the cost of the equipment purchased and the further amount</p>

	<p>required to complete the project.</p> <p>(c) The audited statement of accounts of the project, duly signed by a Chartered Accountant.</p> <p>(d) A Utilization Certificate in GFR-12-A from Chartered Accountant, certifying that the first installment of assistance has been fully utilized for the project.</p> <p>(e) A certificate from Chartered Accountant certifying that the organization has spent 60% of its matching share.</p> <p>(ii) The project has been got physically inspected by officials of National Council of Science Museums (NCSM)/National Science Centre(NSC)/Ministry of Culture and found affirmative report for release of further installment of the grant.</p> <p>Note: (i) If the final requirement of funds arrived at, falls short of the approved project cost or the amount of matching share spent by the organisation is less than 60% of the approved project cost, the amount of last installment of the grant will be reduced correspondingly.</p> <p>(ii) The physical inspection report containing before and after photographs of the projects will be uploaded on the social media sites of the Ministry for public feedback.</p> <p><b>8.4</b> On the recommendations of Expert Committee, minutes of the meeting would be approved at the level of Hon'ble Culture Minister (HCM).</p>
<p><b>9. CONDITIONS OF GRANT</b></p>	<p><b>9.1</b> Separate accounts shall be maintained by the grantee organisation in respect of the grants released by the Government of India.</p> <p><b>9.2</b> The accounts and the site of the project shall be open for inspection by the representatives of the Ministry of Culture at any time for verification.</p> <p><b>9.3</b> All equipment projects must be completed within a period of one year from the date of release of the 1<sup>st</sup> installment. If the project is not completed within a period of one year from the date of release of the 1<sup>st</sup> installment [this excludes the time taken in physical inspection after receiving complete requisite documents from the grantee organisation], no further grant shall be released to the organization and the claim will become time barred.</p> <p><b>9.4</b> The accounts of the organization will be open to audit at any time by the Comptroller and Auditor General of India or his nominees at his discretion.</p> <p><b>9.5</b> Within twelve months of the closure of the financial year of the release of grant or any installment thereof, the grantee should submit to the Government of India a Statement of Accounts audited and certified by a Chartered Accountant setting out the expenditure</p>

incurred on the approved project and a Utilization Certificate indicating the utilization of the Government of India grant in the preceding year. If the utilization certificate is not submitted within the said prescribed period, the grantee may be asked to refund immediately the whole amount of the grant received together with interest thereon at the prevailing borrowing rate of the Government of India, failing which the organisation may be blacklisted from any future grant/financial support from the Government of India.

**9.6** For closure of the case, the applicant should submit the following documents within 6 months of the closure of the financial year in which the final installment is released:

(a) Self attested copy of invoice bills showing cost of the each item with applicable taxes paid thereon.

(b) Project completion report from Chartered Accountant.

(c) Certificate from the Chartered Accountant that the organization has spent full amount of its matching share.

**9.7** The grantee shall execute a bond in a prescribed format with two sureties (mentioning therein their complete postal addresses and signature), in favour of the President of India, providing therein that (i) he/she will abide by the conditions of the grant-in-aid by the target dates; and (ii) not to divert the Grants or entrust execution of the Scheme or work concerned to another Institutions(s) or Organization(s); and (iii) abide by any other conditions specified in the agreement governing the Grants-in-aid. In the event of his/her failing to comply with the conditions of the grant or committing breach of the conditions of the Bond, the grantee and the signatories/sureties to the Bond shall be jointly and severally liable to refund to the President of India, the whole or a part amount of the Grant with interest at ten percent per annum thereon or the sum specified under the Bond.

**9.8** Execution of Bond will not apply to Quasi- Government Institutions, Central Autonomous Organisations and Institutions whose budget is approved by the Government.

**9.9** The first lien on the assets acquired with Central assistance will vest in the President of India and the equipment shall not be leased or mortgaged to other parties without the prior approval of the Government of India.

**9.10** Assets acquired wholly or substantially out of Government Grants, except those declared as obsolete and unserviceable or condemned in accordance with the procedure laid down in the General Financial Rules, shall not be disposed of without obtaining the prior approval of the authority which sanctioned the Grants-in-aid.

**9.11** If at any stage the Government is not satisfied about the proper utilization of the Government grant, or of the facilities created out of it, the Government may ask for the refund of the entire amount of the grant together with interest thereon at the prevailing lending rates of the Government of India.

**9.12** The grantee organization will be solely responsible for any violation of the laws governing equipments as may be applicable in the local area.

**9.13** The grantee organisations shall promote/propagate the message of cleaning, conserving and rejuvenating of River Ganga through the audio-visual means among visitors who will come to watch the cultural spectacle. They shall also spread the message of other social sector programmes of Government of India viz. 'Swachh Bharat Abhiyan'; 'Beti Bachao-Beti Padhao' etc.

**9.14** NCSM will provide an e-platform for Live Streaming of the audio-visual spectacle for which financial assistance will be provided under the scheme.

**9.15** Such other conditions as may be imposed by the Government of India from time to time.

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## **ANNEXURE-I**

It is certified that:-

- (i) The applicant organisation who is applying for financial assistance for allied cultural activities [sub-component-II] under Scheme component of 'Financial Assistance For Building Grants Including Studio Theatres' is registered as a society under the Registration of Societies Act (XXI of 1860) or similar Acts, or as a Trust or as a Not-for-Profit Company\*, at least for a period of three years
  
- (ii) The organisation is engaged for past three years in presenting audio-visual spectacle for allied cultural activities to give first hand experience of live performances on regular basis and during festivals in open/closed areas/spaces where large numbers of tourists/visitors come regularly and during major events/festivals the number of visitors swells to lakhs.

[District Magistrate/District Collector/  
Deputy Commissioner]

\*Strike out whichever is not applicable.

## ANNEXURE-II

### UNDERTAKING

I, Sh/Smt/Ms(name of authorized signatory), on behalf of (name of organisation) undertake that my organisation will follow the norms prescribed under “The Noise Pollution (Regulation And Control) Rules, 2000” issued under the Environment (Protection) Act, 1986 and also the orders dated 18.7.2005 of Hon’ble Supreme Court of India in W.P. (C) No. 72 of 1998, with Civil Appeal No. 3735 of 2005 (arising out of SLP (C) No. 21851/2003). In case of violation of these provisions my organisation will solely be held responsible.

2. I also undertake that equipment project will be completed by my organisation (name of organisation) within a period of one year from the date of release of the 1<sup>st</sup> installment. I am fully aware that if the project is not completed within the prescribed period of one year, no further grant will be released to my organisation and the claim will become time barred.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of Authorised Signatory

(Name) \_\_\_\_\_

(Designation) \_\_\_\_\_

For & on behalf of \_\_\_\_\_

[Name of the Applicant Organisation/State  
Govt./UT Admin./Distt. Authorities]