

**F. No. 14/1/2021-C&M**  
**Government of India**  
**Ministry of Culture**

**Vigyan Bhawan Annexe,**  
**New Delhi dated 4th April, 2022**

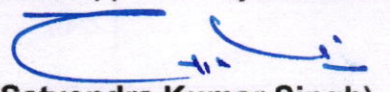
**OFFICE MEMORANDUM**

**Subject:** Continuation of "Centenary and Anniversary Celebrations Scheme" for Financial year from 2021-22 to 2025-26 i.e. upto 31<sup>st</sup> March, 2026.

The undersigned is directed to inform that Hon'ble Finance Minister has approved the continuation of "Centenary and Anniversary Celebrations Scheme" for Financial year from 2021-22 to 2025-26 i.e. upto 31<sup>st</sup> March, 2026 with an outlay of Rs. 960.00 Crores as detailed below:

| Name of Scheme                                | Financial Years            |                            |                            |                            |                            |
|---|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
|   | 2021-22<br>(Rs. In Crores) | 2022-23<br>(Rs. In Crores) | 2023-24<br>(Rs. In Crores) | 2024-25<br>(Rs. In Crores) | 2025-26<br>(Rs. In Crores) |
| Centenary and Anniversary Celebrations Scheme | 135                        | 390                        | 185                        | 125                        | 125                        |

2. The Centenary and Anniversary Celebrations Scheme guidelines, approved by Hon'ble Culture Minister is also enclosed for information.

  
(Satyendra Kumar Singh)

**Under Secretary to the Govt. of India**  
**Ph. No. 23022337**

1. Finance Secretary & Secretary (Expenditure), North Block, New Delhi
2. Secretary, Ministry of External Affairs, South Block, New Delhi-110001
3. Secretary, Ministry of Environment & Forest and Climate Change, Indira Payavaran Bhavan, Jorbagh Road, New Delhi-110003
4. Secretary, Department of North-Eastern Region, New Delhi-110003
5. Secretary, Ministry of Education, Shastri Bhavan, New Delhi-110001
6. Secretary, Ministry of Social Justice and Empowerment, Shastri Bhavan, New Delhi-110001
7. Secretary, Ministry of Tribal Affairs, Shastri Bhavan, New Delhi-110001
8. Secretary, Ministry of Rural Development, 1<sup>st</sup> Floor, Krishi Bhavan, New Delhi-1
9. Secretary, Ministry of Minority Affairs, CGO Complex, Lodhi Road, New Delhi-110003

10. Secretary, Ministry of Labour and Employment, Shram Shakti Bhavan, Rafi Marg, New Delhi 110001.
11. Secretary, Ministry of Power, Shram Shakti Bhavan, Rafi Marg, New Delhi 110001.
12. Secretary, Ministry of Coal, Shastri Bhavan, New Delhi-110001
13. Secretary, Ministry of Jal Shakti, River Development and Ganga Rejuvenation, 2<sup>nd</sup> floor, Block-III,CGO Complex, Lodhi Road, New Delhi-110003
14. Secretary, Ministry of Agriculture and Farmers Welfare, Krishi Bhavan, New Delhi-1
15. Secretary, Ministry of Panchayati Raj, 11<sup>th</sup> Floor, J.P. Building, Kasturba Gandhi Marg, Connaught Place, New Delhi-110001.
16. Advisor (PAMD), NITI Aayog, Yojana Bhavan, Sansad Marg, New Delhi-110001
17. Secretary, Ministry of Women and Child Development, Shastri Bhavan, New Delhi-110001
18. Secretary, Ministry of Tourism, Transport Bhavan, New Delhi

**CC to:**

1. PS to HCM/MoS(ML)/MoS(ARM)
2. PSO to Secretary (Culture)
3. PS to JS&FA
4. Sr. PPS/PPS/PS to all JSs, MoC.

## **Guidelines for "Centenaries and Anniversaries Scheme"**

### **1. Objective**

Centenaries and Anniversaries Scheme has been launched to commemorate centenaries and special anniversaries such as 50<sup>th</sup>/75<sup>th</sup>/100<sup>th</sup>/125<sup>th</sup>/150<sup>th</sup>/175<sup>th</sup> etc. of eminent personalities and events of historical importance of the country. This scheme is looked after by Special Cell of Ministry of Culture, Government of India.

### **2. Title**

This Scheme is known as "Centenaries and Anniversaries Scheme".

### **3. Nodal Institutions (Participating Institutions)**

The Scheme covers the institutions/organizations concerned with projects (cultural activities/infrastructural development) undertaken by the Government of India/ State and UT Governments / autonomous organizations and NGOs in connection with approved commemorations. Ministry of Culture has powers to include particular activities under a project selected for commemoration with approval of the competent authority. Ministry of Culture is the Nodal Ministry to take up commemorative activities under the scheme. In order to decide the commemorations to be celebrated and to formulate policies and plan various activities under the scheme National Committee / High Level Committee / Executive Committee or National Implementation Committee for each commemoration is constituted by the Government.

### **4. Scope of the Scheme**

The scope of the Scheme is to identify the commemorative events/ activities relating to various projects and suitable to a particular commemoration through suggestions/ discussions held at the NC/HLC/EC/NIC meetings and through requests received from central Government / state Governments/ Autonomous organizations / NGOs/ individuals and other organizations.

### **5. Constitution of Committees under the scheme:**

- i) Ministry of Culture Government of India proposes to the Office of Prime Minister for approving the commemoration of special anniversaries such as

50<sup>th</sup>/75<sup>th</sup>/100<sup>th</sup>/125<sup>th</sup> /150<sup>th</sup> /175<sup>th</sup>etc. of eminent personalities and events of historical importance to the country during ensuing years. PMO approves specific commemorations for celebration or delegates the power to a Committee constituted by the Government to take decisions in this regard.

- ii). PMO approves for constitution of appropriate committee viz National Committee / National Implementation Committee/ High Level Committee/ Executive Committee etc. for a particular commemoration which inter alia give directions to chalk out the plans, policies accept the proposals and undertake the activities of the projects in connection with the specific commemoration during the period. Normally , National Committee is headed by Hon'ble President/Prime Minister, Executive Committee are headed by Prime Minister and National Implementation Committee are headed by Hon'ble Home Minister.
- iii). Cabinet and State Ministers of Ministries/Departments of Central Government, Chief Ministers of states/ Governors / senior officials of central and state Governments, states representative, eminent personalities in different fields are nominated as members on these Committees.
- iv). Projects / Major Activities for a commemoration are considered/approved 'In Principle' by these Committees.
- v). Projects / activities to be undertaken under different commemorations are discussed in the meetings of the above committees and are approved 'In Principle' by the said Committees. However, financial approval is accorded by Competent Authority as per GFR after detailed examination of each project proposal subsequently.
- vi). In case any project needs longer time for completion on the basis of justified reasons, the period can be extended with the approval of Hon'ble Minister of Culture. However, financial assistance sanctioned under a project should not be escalated later on after the project has been sanctioned by competent authority.

## 6. Funding for Projects

- i) Once the Commemoration is approved by National Implementation Committee,

all the projects, received for financial assistance under the commemoration will be considered and approved at the level of HCM. Thereafter, the fund will be released with the concurrence of IFD.

- ii) The projects, which come within mandate of this Ministry, will be funded by Ministry of Culture out of Grant-in-Aid (General) for cultural activities and Grant-in-Aid (Creation of Capital Assets) for infrastructural activities, allocated under 'Centenaries & Anniversaries Scheme'.
- iii) In case activities/projects are concerned/ related to other Ministries/Departments, those Ministries/Departments are supposed to meet the expenditure in this regard from their allocation of fund
- iv) Amount of grant-in-aid is the approved project cost or the actual cost in completion of the project whichever is less.
- v) As per practice 80 percent of allocated budget for a commemoration is to be utilized for sanction of infrastructure projects and remaining 20 percent of budget should be utilized for cultural activities under that commemoration.
- vi) The number of installments and amount therefor for each installment is decided by with approval of Joint Secretary (Commemoration) with concurrence of IFD, which varies on the basis of quantum of grant and nature of projects. Generally first installment of 75% for cultural activities and 50% of first installment in case of infrastructure project out of total sanctioned project cost can be released on completion of all formalities for sanction of funds.

**7. The sanction letter should include the following terms and conditions :-**

- (i) the grant shall not be utilized for any purpose other than the purpose for which it is released,
- (ii) a separate account for the grant shall be maintained which shall be open to inspection by the Ministry of Culture and audit both by the Comptroller & Auditor General of India under the provision of CAG(DCP) Act, 1971 and Internal Audit by CCA/PAO of this Ministry whenever the institution is called upon to do so,
- (iii) the organization will economize the expenditure to the extent possible and follow GFR provisions and codal formalities for undertaking the works wherever needed,
- (iv) the audited accounts and Utilization Certificate (duly signed by an authorized officer) to the effect that the amount has been utilized for the purpose for which it was

sanctioned will be furnished to the Trust which in turn submit the UC to Ministry of Culture at the earliest possible and in any case within 12 months from the date of release of the fund, the release of further payment in this regard will be considered only after receipt of UC, expenditure statement, vouchers etc. for the total expenditure incurred, the UC for the financial year shall be duly signed and approved by a Chartered Accountant/Statutory Auditor to the effect that amount has been utilized for the purpose it is sanctioned,

- (v) release of grant shall be made based on balances available in Public Financial Management System (PFMS) as per Expenditure- Advance-Transfer (EAT) module data for the grantee organization,
- (vi) the grantee organization is mandatorily required to register itself on PFMS of Ministry of Finance (<http://pfms.nic.in>) creating vender(s)/beneficiary(ies) in PFMS in EAT module so that further payments to the vender(s)/beneficiary(ies) are made by the organization through PFMS in their Aadhar Seeded Account,
- (vii) the organization/institution shall display the information that the project has been funded by Ministry of Culture, Government of India, etc.
- (viii) In case of non-utilization of released funds, the grantee institution shall refund the unutilized funds along with interest at the rate of 10 percent.

#### **8. Procedure for the Release of the Financial Grant**

The 2nd or subsequent instalments will be released after receipt of a utilization certificate in prescribed format as per GFR 2017 in respect of funds released in the previous installments and statement of audited expenditure by chartered accountant in case of private institutions/ NGOs. In case of Government institutions and autonomous institutions subsequent installments can be released on receipt of utilization certificate and audited expenditure statement duly signed by their accounting authorities or Head of Institution. Audited accounts duly certified by Comptroller and Auditor General may be accepted later on after completion of project.

#### **9. List of documents to be attached with the Infrastructure project proposal.**

- i) Detailed Project Report (DPR) containing detailed estimates and drawings on each and every item. This DPR and estimates should be prepared by a reputed agency in the field and the estimates duly authenticated by the CPWD/PWD or other competent authority.
- ii) Copies of the audited statement of accounts of the organization for the last three years.
- iii) Latest Annual Report/Activity Report approved for the last three years.
- iv) Documents regarding ownership and possession of land in the name of organization (Attested English/Hindi Version) along with non-encumbrance certificate issued by competent authority.
- v) Details showing the value of land paid at the time of its acquisition.

- vi). Certificate as per rule 230(1) GFR 2017 in the prescribed proforma regarding non receipt of grant for the same purpose from any other institution under the Govt. of India.
- vii). Utilization certificate along with annexure as per new GFR 2017 of previous grant/grants if any.
- viii). Authorization letter for sending grant directly into Bank.
- ix). Copy of the Memorandum of Association and Articles of Association of the Organization/Rules and Bye laws of the Society/Trust, as the case may be.
- x). Copy of the Registration Certificate.
- xi). State Government's recommendation in the prescribed proforma.
- xii). Copy of registration number of the NGO-Partnership System (NGO-PS) under DARPAN portal of Niti Aayog at <http://ngo.india.gov.in>
- xiii) The Private Institution/ NGO should be registered under PFMS portal of Ministry of Finance and should have registration number issued by concerned authority.

**10. Monitoring of progress of activities/projects:**

- i) Progress of projects/activities are monitored on the basis of report submitted by the concerned grantee organization (along with photograph/video clip), media coverage report, report from district authority (from the office of District Magistrate/Commissioner) and/or preferably inspection of project-site by official(s) of Ministry of Culture.
- ii) The progress of activities/projects of commemoration(s) can also be reviewed by National Committee/Executive Committee/High Level Committee/National Implementation Committee at its meetings.

**11. Alteration in project cost:**

Once project cost is approved and fund is released, grantee institution cannot revise project cost without the consent of this Ministry. In any case the project cost is to be revised due to unavoidable circumstances with the approval of Ministry of Culture, financial liability of Ministry of Culture will remain unaltered as approved in the original project. Additional expenditure due to escalation of project cost will have to be met by the concerned state Government/ Organization.

**12. Duration of completion of project:**

With regard to conducting activities (cultural etc.), the event is held as per scheduled date and time and at pre-planned venue. Any alteration of time, date and venue (with justified reason) require prior approval of Ministry of Culture. Efforts should be made for completion of projects viz. infrastructural projects, publication, research work, etc. in minimum possible time to enable to avoid extra burden of fund due to large duration.

**13. TA/Miscellaneous Expenditure/Office Expenses etc.**

TA/Miscellaneous Expenditure/Office Expenses etc. in connection with meetings/day to day office work relating to commemoration activities are met from the budgetary allocation under relevant object head of 'Centenaries & Anniversaries Scheme' Head of this Ministry's Demand for Grants.

**14. Checklist for examining the case for referring to IFD for concurrence for sanction of projects and for release of funds[As per Annexure-A]**

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## Annexure-A

## Checklist for examining the case and to refer to IFD for concurrence

| Sl. No. | Information/documents required for sanction of financial assistance  | Whether received or not (Yes/No/NA) | Remarks |
|---------|--|-------------------------------------|---------|
| 1.      | Name, registration number and complete address of the organization   |                                     |         |
| 2.      | Whether the DPR is received in electronic form   |                                     |         |
| 3.      | Copy of registration certificate under Society Act or as Trust and Memorandum of Association   |                                     |         |
| 4.      | Total sanctioned amount/proposed sanctioned amount   |                                     |         |
| 5.      | Amount of fund already released as earlier instalment(s) in this regard  |                                     |         |
| 6.      | Balance amount to be released  |                                     |         |
| 7.      | Amount proposed to be released in the instant case   |                                     |         |
| 8.      | Permanent Account Number   |                                     |         |
| 9.      | Project in brief (Not more than 150 words)   |                                     |         |
| 10.     | Synopsis of the project (to be annexed)  |                                     |         |
| 11.     | Item-wise complete details of cost of proposed project/Detailed Project Report duly certified by the local agencies/CPWD/State PWD                                     |                                     |         |
| 12.     | Audited Statement of Accounts and Utilization certificates in respect of earlier grants sanctioned by the Ministry of Culture or other Ministries on earlier occasions |                                     |         |
| 13.     | Last three year's receipt and payment account and balance sheet with auditor's certificate   |                                     |         |
| 14.     | Whether recommendations as required in the application forms from the respective State Govt./agencies has been sought and enclosed                                     |                                     |         |
| 15.     | Whether duly filled in indemnity bond (as per format) has been enclosed  |                                     |         |
| 16.     | Whether duly filled in bank authorization letter (as per format) has been enclosed   |                                     |         |
| 17.     | Whether duly filled in resolution (as per format) has been enclosed  |                                     |         |
| 18.     | Unique I.D. of NitiAayog under NGO Partnership System has been indicated   |                                     |         |
| 19.     | Whether PFMS compliance report is enclosed indicating that the organization has implemented the EAT Module   |                                     |         |
| 20.     | Whether the utilization certificate in proper format for previous instalments has been received ( if proposal is for subsequent instalment)                            |                                     |         |

|     |   |  |  |
|-----|---|--|--|
| 21. | Whether grant is Recurring or Non-recurring   |  |  |
| 22. | Availability of funds under the proper budget head to meet the expenditure in the instant case  |  |  |
| 23. | Whether instalment number is indicated in the proposal  |  |  |
| 24. | Whether Administrative approval of the competent authority for the approved grant has been obtained                                       |  |  |
| 25. | Whether the cost estimates have been vetted by CPWD/State PWD competent authority ( In case of infrastructure proposal)                   |  |  |
| 26. | Concurrence of IFD for release of grant has been sought   |  |  |
| 27. | Details of the land for which the infrastructure project has been proposed, if so copies of the land documents may be enclosed by the NGO |  |  |
| 28. | Whether provisions of GFR/rules & instructions of MoF/codal formalities have been complied with.  |  |  |