

TERMS AND CONDITIONS FOR GRANT- IN AID UNDER THE SCHEME FOR VOCATIONAL TRAINING IN TRIBAL AREAS (GUIDELINES)

#

1. The Scheme will come into effect from 11th day of August 1998.
2. The scheme will be meant for Scheduled Tribes and will provide for training for various trades in a particular center depending upon the existing infrastructure as well as the employment potential in the proximity of the proposed location. Only after the need and the possibility of vocationally trained tribal youths are established clearly the proposal would be considered.
3. 100% grant-in-aid will be provided to the agencies/organizations eligible for assistance as specified in Para 2 of the Scheme.
4. Each Vocational Training Center under the revised scheme may cater to five vocational courses in traditional skills depending upon the employment potential of the area. Keeping in view the limited potential of even skilled persons in interior areas, each tribal boy/girl will be trained in two trades of his/her choice, course in each trade being for a duration of three months. Each trainee will be attached at the end of six months to Master Craftsman in a semi-urban/urban area for a period of six months to learn his skills by practical experience. The practical experience in each trade being of three months duration.
5. Each Vocational training center will provide vocational training for 100 trainees. The Centers would also provide residential facilities to maximum 50% of the trainees enrolled in the institute. The training institutes will be meant for tribal trainees only.
6. These agencies running the vocational training centers shall also arrange for loan and subsidy either through ITDP or through any other agency for enabling each successful trainee for starting his/her new job.

7. The agencies already running vocational training centers and agencies already sanctioned grants for setting up and running of VTCs prior to 1997-98 under the scheme will not be allowed to increase the existing strength of 50 trainees in the center. However, the assistance for recurring cost for these on going centers shall be provided as per revised norms for future running of these centers.
8. The Agencies already sanctioned grant-in-aid to set up the vocational training centers during 1997-98 and in case the center has not started functioning the concerned organization will be given recurring grant as per revised scheme only after the construction of the center is completed as per pre-revised norms. These centers will also be allowed to have the strength of 100 trainees in a year.
9. The agencies will be given grant-in-aid to run the VTCs either in rented building or in the building owned by the organization or in the building constructed out of grant-in-aid under the scheme. The construction grant will be provided where it is absolutely necessary based on the rates approved by the State's specific PWD for the center applied for by the agency. The local available material will be used by the agency for such construction so that the benefit of such grants also reaches to local tribal population. The rate of rent allowed per month will be maximum up to Rs. 8000 and maintenance grant in case of the building owned by the organization/Agency will be @ 10% of the rent allowed per month. Each VTC should have minimum two class room-cum-demonstration hall for accommodating 100 trainees, two hostel dormitories to accommodate maximum 50 trainees and sufficient space for office. The non-recurring component in case of construction will be released in two equal installments depending upon progress of construction and progress of expenditure. The non-recurring grant for purchase of equipments and recurring grant for running the VTC will not be released unless the construction grant is utilised in full and building so completed is ready for use.

10. Each VTC will be provided financial assistance for purchase of training equipment to run courses in five trades to be decided by the agency concerned once in five years @ 2.40 lakhs per VTC. If the agency running the VTCs wants to change the trades in which they are running the courses depending upon the changed employment potential of the area, they will be allowed to do so only after they have imparted training in the already running courses for the center for minimum of five years
11. The recurring grant to run the VTCs will be @ of Rs. 13,500 per trainee per year. Each VTC will have one Chief Instructor/Foreman, four Trade Instructors, one Workshop Attendant, one Watchman, one peon, one part-time Sweeper and one Accountant. Each trainee in the center will also have to be provided stipend @ Rs. 350.00 per month and raw material @ Rs. 1200 per annum. The organization will have to provide adequate honorarium to Master craftsman for giving practical training to trainees of the center. The cost of electricity and water charges and other office expenses will have to be met by the Agency/organization out of the grant-in-aid specified in addition to other items of expenditure mentioned above in the para.
12. The Agencies provided with the central assistance for running the courses on the trades which leads to production of finished products shall market these products to earn income for making these VTCs self sustainable in future. The sale proceeds accrued out of marketing of finished products should be reflected in their Annual Accounts.
13. Grant-in-aid will be sanctioned for the new centers under the revised scheme after the information is supplied as per the application Form No. 1. The recommendation including inspection reports of the State Government, National Institutes, National Commissions, Tribal Research Institutes of State Government and any other Agency, so designated by the Ministry of Social Justice and Empowerment for this purpose will be necessary, in case the center is proposed to be run by the Non-Governmental Organizations.

14. On receipt of the proposal of the NGO in the prescribed format duly recommended, 100% grant towards Non-recurring and 50% grant toward recurring expenses will be released as first installment, and the remaining 50% grant towards recurring expenses will be released on receipt of the documents contained in the prescribed format for the second installment of grants. In case, the center is proposed to be run by the State/UT/other government institution, 100% grant in aid both towards recurring and non-recurring components will be released on receipt of the information as asked for in prescribed form for new cases.
15. The recurring expenses to the State Government/UTs to whom the center had been sanctioned prior to 1997-98 will be released only on receipt of the information as to the utilization of funds previously released separately for recurring and non-recurring and the physical progress report in the Appendices attached to Form No.2-A.
16. The recurring expenses to the State/UTs to whom the center was sanctioned during 1997-98 to run the center will be provided only on receipt for the information as to the completion of construction work and utilization of previous grants.
17. The recurring grant-in-aid for ongoing VTCs being run by NGOs will be released in two equal installments and the second instalment of grant for ongoing center will be released only on receipt of the information and documents listed in application Form Nos.3 and 4 along with recommendation including inspection reports of the State Government, National Institutes, National Commissions, Tribal Research Institutes of the State Governments and any other Agency so designated by the Ministry of Social Justice and Empowerment for this purpose.
18. No grants in aid will be sanctioned where there is a reasonable suspicion or suggestion of corrupt practices unless the organizations concerned are cleared of the allegations. The Government reserves its right to nominate its representatives on any grantee institution, which depends upon the

Central Government grant-in-aid for more than 50% of its annual recurring expenditure. Any other special terms and conditions or procedures for transaction of business as Government may desire to be followed by the grantee institutions, shall be incorporated in the By-laws/Articles of Association of institutions concerned before release of grant-in-aid. This applies to the agencies other than State Government/UT and other Government agencies.

19. If the actual expenditure on the item for which the assistance was sanctioned all below and there accrue unspent balance out the grant, the organization/ agency shall be liable to refund unutilized portion of the grant to the Govt. of India unless adjusted from the future grant.
20. The funds should be spent exclusively for the purpose for which they are meant and the organization/agency running center should not run for profit to any individual or body of individual. The organization shall not accept assistance for the same purpose from more than one source. The facilities provided by the organization with the assistance of Government of India should be free from any encumbrances and no contribution or fee should be charges from the beneficiaries being trained in the center.
21. Before a grant is released, the grantee institution will have to execute a bond on non-judicial stamp paper worth Rs.5/- with two sureties to the President of India to the effect that it will abide by the terms and conditions attached to the grant and that in case of its failure to abide by the same, it will refund to the Government the total grant –in- aid sanctioned to it for the purpose with interest @ 6% per annum thereon or the sum specified under the bond. Execution of bond will not apply to State Government /UT and quasi- Government institution and institutions whose budget is either approved by the Government or Government has nominated its representative in the Managing Committee/Governing Body.

22. Institutions or Bodies receiving grants should, irrespective of the amount involved, be required to maintain subsidiary accounts of the Government grant.
23. The organization should be agreeable to occasional visit of the Government officers and consider their suggestions for improvement in the working of the scheme.
24. The accounts of the organization will be subjected to the test check by the Comptroller and Auditor General of India at his discretion.
25. The organization will have no authority to dispose of any capital equipment and property purchased out of grant-in-aid, sanctioned, without prior approval of the Government. In the event of the organization discontinuing the scheme or being wound up, the ownership of such equipment and property would vest in Government of India. The organization will also maintain the audited record of all assets acquired wholly or substantially out of the Government grants (property of a capital nature where the value exceeds Rs. 1000/-)
26. The organization/agency should agree to make reservations for the Scheduled Castes and Scheduled Tribes in the posts on the lines of reservations provided in the services under the Central Government for these communities.