



भारत सरकार
GOVERNMENT OF INDIA
पृथ्वी विज्ञान मंत्रालय
MINISTRY OF EARTH SCIENCES
(www.moes.gov.in)

पृथ्वी भवन, लोदी रोड / Prithvi Bhawan, Lodi Road
नई दिल्ली / New Delhi-110003

वित्तीय सहायता (संगोष्ठी / विचार गोष्ठी / सम्मेलन / कार्यशाला अदि) हेतु आवेदन देने से पूर्व कृपया निम्नलिखित नियमों एवं शर्तों को अच्छी तरह से पढ़ लें ।

PLEASE READ THE FOLLOWING TERMS AND CONDITIONS CAREFULLY BEFORE APPLYING FOR FINANCIAL SUPPORT (Seminar/Conference/Workshop etc.).

केवल ईमेल से प्राप्त पूर्ण रूप से भरे व सभी आवश्यक दस्तावेज के साथ हस्ताक्षरित आवेदन ही अथवा ऑनलाइन आवेदन स्वीकार किये जायेंगे। अतः **कृपया पृथ्वी पर्यावरण हित में प्रिंटेड कॉपी / हार्ड कॉपी ना भेजें** । Completely filled and signed applications (with all necessary relevant documents) received through only email 'OR' applications submitted online shall only be considered for support by Ministry. Therefore, **please do not send hard copy** of application, in the interest of Earth's Environment.

PLEASE READ THE FOLLOWING TERMS AND CONDITIONS CAREFULLY BEFORE APPLYING FOR SCIENTIFIC/TECHNICAL PARTICIPATION AND SUPPORT OF MINISTRY OF EARTH SCIENCES (MoES) FOR EXHIBITIONS/SCIENCE FAIRS.

दिशा निर्देश / Guidelines and Instructions (1/1/2025):

पूर्ण रूप से भरे व सभी आवश्यक दस्तावेज के साथ हस्ताक्षरित आवेदन (स्कैंड कॉपी) मंत्रालय को सीधे ईमेल द्वारा अथवा मंत्रालय की वेबसाइट के माध्यम से ऑनलाइन (<https://www.moes.gov.in>) भेजें / Please submit applicants for seminars/conference/workshop; exhibition/science fairs; etc. either online (<https://www.moes.gov.in>) or scanned copy of completely filled and signed along with all necessary documents through email.

1. पृथ्वी विज्ञान के प्रमुख क्षेत्र हैं: ध्रुवीय विज्ञान, समुद्री प्रेक्षण और सूचना सेवाएं, समुद्र प्रौद्योगिकी, तटीय क्षेत्र प्रबंधन, समुद्री संसाधन / गहरे समुद्र संसाधन (सजीव / निर्जीव, आदि), जलवायु/मौसम, चक्रवात, मौसम पूर्वानुमान, समुद्र स्थिति के पूर्वानुमान, भूकंप / भू-विज्ञान और लोगों के लिए सूचना, किसानों के लिए कृषि संबंधी और मछुआरों को परामर्शी सूचना, गैसहाइड्रेट, समुद्री मोती, कृषि, नितलस्थ जीव और पारिस्थितिकी; पनडुब्बीनुमा यंत्र का विकास, समुद्र से स्वच्छ जल, समुद्री ऊर्जा तथा प्रौद्योगिकियां, समुद्री स्वच्छता की मॉनीटरिंग, समुद्री पर्यावरण मॉडलिंग, समुद्र स्थिति पूर्वानुमान, मंत्रालय के वर्तमान सामाजिक कार्यक्रम, सुनामी पूर्व चेतावनी प्रणाली, पुरा-जलवायु अध्ययन, समुद्र स्तर में परिवर्तन, कार्बन पृथक्करण, जलचक्र-

समुद्र से हवा और हवा से फिर भूमि पर आने के दौरान होने वाली परस्पर क्रिया, कृत्रिम बादल बनना, तथा अन्य संबंधित क्षेत्र।

The thrust areas of earth sciences are - Polar Sciences, Ocean Observation and Information Services, Ocean Technology, Coastal Zone Management, Marine and Deep Ocean (Living / Non-Living) Resources, Climate/Weather, Cyclones in Indian Ocean, Seismological / Earthquakes / Geo-Science, Weather Forecasting and Information to people, Agro Advisories to farmers and potential fishing zone services to fishermen, Gas Hydrates Science and Technology, Marine Pearl Culture, Deep Sea Marine Living Resources, Benthos and Ecology; Submersibles Development, Fresh water from Sea, Ocean Energy & Technologies, Sea Health Monitoring, Marine Environment modeling, Ocean State-Forecasting, On-going Ministry's Societal programmes, Tsunami Early Warning System, Carbon, Paleoclimatic studies. Sea level changes, Carbon sequestration, Water Cycle-sea to air to land interaction, cloud seeding, and any other related areas.

2. सहायता हेतु आयोजक / संस्थान के संयोजक तथा प्रमुख द्वारा विधिवत पूर्ण रूप से भरे हुए तथा हस्ताक्षरित आवेदन पत्र को आवश्यक संबंधित दस्तावेजों के साथ केवल ई-मेल द्वारा outreach.awareness@gov.in पते पर उचित माध्यम से प्रभाग प्रमुख, आउटरीच कार्यक्रम, भारत सरकार, पृथ्वी विज्ञान मंत्रालय, 'पृथ्वी भवन' लोदी रोड़, नई दिल्ली-110003 (प्रति / कॉपी : jvsingh.moes@nic.in) को भेजें। Duly filled and signed application by the Convener/organizer & Head of the Institution with all requisite documents need to be submitted preferably through email to id: outreach.awareness@gov.in (Cc: jvsingh.moes@nic.in) . विधिवत पूर्ण रूप से भरे हुए व हस्ताक्षरित आवेदन की एक कॉपी ऊपर दिये गए पते पर निम्नलिखित आवश्यक संबंधित दस्तावेजों के साथ भेजें:

Requisite documents to be enclosed with the application are as follows:

- (क) पंजीकृत सोसायटी, प्राइवेट कॉलेजों / स्कूलों, गैर-सरकारी संगठनों, आदि के मामले में निम्नलिखित प्रतियां संलग्न की जाएं: (i) पंजीकरण प्रमाणपत्र, (ii) संगम अनुच्छेद / ज्ञापन (iii) उप-विधियां (iv) सोसायटी आदि के पिछले 3 वर्षों (नई पंजीकृत संस्था के लिए पंजीकरण वर्ष / अवधि अनुसार 2 वर्षों) के लेखों के लेखा-परीक्षित विवरण (v) आय एवं व्यय आदि के स्रोत एवं पद्धति (vi) वर्तमान पदधारियों की सूची एवं बैलेंस शीट खाता (पिछले तीन वर्षों की) (vii) सोसायटी के संगम ज्ञापन, नियमों एवं विनियमों की प्रति (viii) पिछले तीन वर्षों की आयकर विवरणी (आईटीआरएस) (ix) नीति आयोग द्वारा जारी किया गया अद्वितीय आईडी कोड (x) पैन कार्ड की कॉपी (xi) बैंक द्वारा सत्यापित ईसीएस / आरटीजीएस की कॉपी।
- (a) Registered Society, Private Colleges / schools, Non-Government Organizations, Deemed University etc. are required to enclose copies of: (i) Registration Certificate, (ii) Articles/Memo of Association, (iii) By-Laws, (iv) Audited Statement of Accounts and balance sheet of the Society etc. for the last 3 years (1-2 years for newly registered society as per period and year of registration), (v) Sources & Pattern of Income & Expenditure etc. for the last 3 years, (vi) list of present office bearers, (vii) Memorandum of Association, copy of rules and regulation of the society, (viii) Income-Tax Returns (ITRs) for the last three years (applicable for non-professional bodies engaged in the outreach activities in related areas of Earth System science), (ix) *Niti Aayog* unique ID code, (x) PAN card copy, (xi) ECS/RTGS details duly endorsed by bank (copy enclosed).
- (ख) मान्यता प्राप्त अनुसंधान संगठनों द्वारा आयोजित किए जाने वाले अंतर्राष्ट्रीय मामले में (प्रतिभागिता के नियमानुसार) निम्नलिखित प्रतियां संलग्न की जाएं: (i) प्रशासनिक मंत्रालय का अनुमोदन, (ii) विदेश मंत्रालय की क्लीयरेंस, (iii) गृहमंत्रालय की क्लीयरेंस।

- (b) For International (as per rules for ONLINE / OFFLINE) copies to be enclosed are (i) Approval of Administrative Ministry, (ii) Clearance of Ministry of External Affairs, (iii) Clearance of Ministry of Home Affairs.

उपलब्धियों वाले तथा / अथवा अनन्य रूप से पृथ्वी प्रणाली / विज्ञान के क्षेत्र से संबन्धित कार्यकलापों में शामिल स्थानिक गैर सरकारी संगठनों को मंत्रालय द्वारा वित्तीय सहायता देने पर प्राथमिकता से विचार किया जा सकता है ।

It may please be noted that NGOs with reasonably good track record and which are involved in scientific activities related to Earth Sciences may be considered with preference for financial support by MoES.

3. प्रक्रिया संबंधी औपचारिकताएं पूरी होने पर आपको अंतिम निर्णय के बारे में सूचित किया जाएगा। इवेंट के प्रारंभ होने से पहले निर्णय की सूचना नहीं दिए जाने की दशा में यह माना जाए कि वित्तीय सहायता स्वीकृत नहीं की गई है। सक्छम अधिकारी / वित्तीय सहायता की स्वीकृत के निर्णय से पूर्व ही इवेंट के समापन की अवस्था में व्यय की प्रतिपूर्ति हेतु मामले पर विचारार्थ आवेदक के किसी भी दावे को वैध नहीं माना जाएगा तथा प्रतिपूर्ति हेतु किसी भी मामले पर स्वीकार नहीं किया जाएगा।

अपने पक्ष में माहौल बनाने के किसी भी प्रयास को अयोग्यता माना जाएगा।

Upon completing the procedural formalities, the final decision shall be communicated to the applicant. In case no decision (in-principal approval / approval) by the competent authority is conveyed before the commencement of the event, it should be treated that financial support is not sanctioned. No assumption on part of the applicant shall be valid to consider the case for re-imburement of expenditure after the event is over, in such situation. In all such cases organizers must bear the expenses and no case for reimbursement shall be entertained.

Canvassing in any form shall be a disqualification.

4. किसी भी रूप में अपूर्ण अथवा आवश्यक दस्तावेजों/प्रमाणपत्रों/विवरणों की प्रतियों (जैसा कि पैरा-2(क) में उल्लिखित यूसी, उप-विधियां तथा अन्य) उपलब्ध नहीं करवाने पर आवेदन रद्द कर दिया जाएगा और इस संबंध में आवेदक के साथ कोई पत्र-व्यवहार नहीं किया जाएगा। अतः यह दोहराया जाता है कि आवेदक वित्तीय सहायता हेतु पृथ्वी विज्ञान मंत्रालय को आवेदन प्रस्तुत करने से पूर्व दिशा-निर्देशों को अच्छी तरह से पढ़ ले तथा सभी नियमों तथा शर्तों का अनुपालन करें।

Application forms which are incomplete in any form or are not provided with the copies of required documents / certificates / details (such as; UCs, by-laws and other as mentioned at para 2(a) **shall be summarily rejected by MoES** and no correspondence shall be made in this regard with the applicant. It is therefore reiterated that all applicant must read guidelines carefully and comply with all terms and conditions before submitting the application to MoES for financial support.

5. आवेदकों को मंत्रालय द्वारा सूचना भेजी जाएगी तथा आगे के पत्राचार के लिए केवल मंत्रालय की संदर्भ संख्या दी जाए। इससंबंध में मंत्रालय का निर्णय अंतिम होगा तथा आगे कोई पत्राचार नहीं किया जाएगा।

मंत्रालय द्वारा वित्तीय सहायता की सहमति देने पर, आयोजक/संगठन द्वारा - सहायता व मंत्रालय के विषय में उचित प्रकार से दर्शाना आवश्यक होगा ।

The applicants of proposals shall be informed by Ministry and the future correspondence should contain the Ministry's reference number only. The Ministry's decision shall be final on the related matter/s and no further correspondence be entertained. It will be desirable for mentioning about MoES and essentially acknowledging the Ministry's support by organizer in appropriate manner, if confirmation of assistance for even is conveyed by MoES.

6. यदि आयोजक / संस्थान ने पहले भी पृथ्वी विज्ञान मंत्रालय (पूर्व के महासागर विकास विभाग / महासागर विकास मंत्रालय) सेसंगोष्ठी, विचार-गोष्ठी आदि के लिए कोई अनुदान प्राप्त किया है तो सभी उपयोगिता प्रमाण पत्रों (दो मूल प्रतियां) तथा वित्त पोषण स्रोतों से हुई कुल आय एवं इन संगोष्ठियों पर किए गए व्यय की प्रतियां संलग्न की जाएं। साथ ही यदि कोई शेष राशि हो तो, उस अवधि के बैंक ब्याज (अर्जित) सहित यह राशि, आहरण एवं संवितरण अधिकारी, भारत सरकार, पृथ्वी विज्ञान मंत्रालय, नई दिल्ली 110003 के पक्ष में आहरित डिमांड ड्राफ्ट द्वारा तत्काल / एक माह के भीतर वापस कर दी जाए अन्यथा भारत सरकार के नियमानुसार कार्यवाही व आवेदन पत्र को पूरी तरह अस्वीकृत कर दिया जाएगा। उपरोक्त उपयोगिता प्रमाण पत्र, व्यय विवरण, आवश्यक दस्तावेजों की स्कैन की हुई प्रति कृपया ईमेल द्वारा भी भेजें।
If the organizing institution / applicant have received any grant for Seminars, Symposia etc. earlier, from the Ministry of Earth Sciences [former Department of Ocean Development (DoD) or Ministry of Ocean Development] the copies of all Utilization Certificates (two sets in original) and statement of total income from all the funding sources and expenditure for these seminars should be enclosed and unspent balance, if any, plus with bank interest for that period, should be refunded by Demand Draft drawn in favour of Drawing and Disbursing Officer, Government of India, Ministry of Earth Sciences, New Delhi 110003, immediately/within a month otherwise the Application will be rejected. Scanned copy of aforesaid Utilization Certificate, Statement of Expenditure, necessary documents may please be sent by email also.

7. यदि संस्थान / विश्वविद्यालय / संगठन एवं कोई पंजीकृत सोसायटी / संघ अथवा कोई अन्य निकाय संयुक्त रूप से कोई संगोष्ठी आयोजित कर रहे हैं, तो उपयोगिता प्रमाण पत्र तथा कुल आय एवं व्यय विवरण प्रस्तुत करने का दायित्व उस प्राधिकारी का होगा जिसे निधियां जारी की जा रही है। तथापि, निधियां उचित लेखा रखने वाले मान्यता प्राप्त संगठन को ही जारी की जाएगी।

Wherever an Institute / University / Organization and a Registered Society / Association or any other body are jointly organizing a seminar, the responsibility of furnishing the Utilization Certificate and Statement of Total Income and Expenditure will lie with the authority to whom the funds are released. Funds will however be released to the recognized organization only for proper accounting.

(क) मंत्रालय के अधिदेश, चार्टर, संबन्धित कार्यकलापों के अंतर्गत आने वाले समारोहों को ही समर्थन देने पर विचार किया जाएगा तथा निम्नप्रकार मदों के लिए अनुदान दिया जाएगा: (i) युवा वैज्ञानिकों / विद्यार्थी (भारतीय) के लिए यात्रा भत्ता / महंगाई भत्ता (ii) वरिष्ठ वैज्ञानिकों / अध्यापक / विशेषज्ञों (भारतीय) के लिए यात्रा भत्ता/महंगाई भत्ता (iii) सम्मेलन से पूर्व की घोषणाएं, सारांश आदि को छपवाना (iv) कार्यवाहियों का प्रकाशन (v) लेखन सामग्री (vi) सचिवालय सहायता (vii) विविध मदें।

Support will be considered only for the events which will be within the ambit of Ministry's mandate, charter & activities, and the grant will be released to kind of items: (i) TA/DA for Young Scientists / Students (Indian), (ii) TA/DA for Senior Scientists / Faculty / Specialists (Indian), (iii) Pre-conference Announcements, printing of abstracts etc., (iv) Publication of Proceedings, (v) Stationery, (vi) Secretarial Assistance, (vi) Miscellaneous items.

(ख) आंशिक निधि के मामलों में, यदि किसी और वित्त पोषण एजेंसी से कोई अन्य वित्तीय सहायता / समर्थन और निधि मांगी गई है, तो उस के बारे में भी अवश्य बताएं।

In case of part funding, it is necessary to indicate other funding agency with quantum of financial support sought from other agency.

8. समारोह पूर्ण होने की तिथि से दो माह के भीतर प्रस्तुत किए जाने वाले दस्तावेज हैं: (i) संलग्नक में दिए गए सरकारी प्रारूप में उपयोगिता प्रमाण पत्र (2 मूल प्रतियां) (ii) इस समारोह के लिए कुल आय का ब्यौरा तथा

व्यय का लेखा परीक्षित विवरण (iii) सिफारिशें तथा अनुवर्ती कार्रवाईयां (iv) इस समारोह से होने वाली अन्य उपलब्धियां (v) महिला प्रतिभागी, दिव्यांगजन प्रतिभागी व समस्त प्रतिभागियों की कुल संख्या (vi) कार्यवाहियों की 2 प्रतियां (vii) अन्य संलग्नक, यदि कोई हों। कृपया उक्त दस्तावेज की एक कॉपी ईमेल से भी भेजें।

The documents to be submitted within two months from the date of completion of the event are (i) The Utilization Certificate (Two copies in original) as per the format prescribed by Government (Annexure) (ii) Total Income details for this event and audited Statement of Expenditure (iii) Recommendations for follow-up actions (iv) other achievements from this event, (vi) Number of female participants, differently-abled participants (if any) and total number of participants (ii) Two copies of the proceedings (vii) Other enclosures, if any. Please send copy through email too.

9. राष्ट्रीय / अंतर्राष्ट्रीय समारोहों के मामले में आवश्यक दस्तावेजों के साथ आवेदन पत्र कम से कम दो/ तीन महीने पूर्व जमा करा दिया जाए।

The application and requisite documents must be submitted at least two months before the national and three months before the international event.

10. यदि आपके संगठन के पास उपयोगिता प्रमाण-पत्र (यूसी) लंबित पड़ा है, तो जब तक उसका निपटान नहीं हो जाता तब तक मंत्रालय मंजूरी आदेश / अनुदान जारी नहीं करेगा।

In case there is a pending Utilization Certificate with your organization, release of sanction order / grant shall not be taken up by the Ministry until settlement.

11. योजना आयोग द्वारा गैर सरकारी संगठन के तहत जारी आवश्यक पंजीकरण संख्या के साथ, यदि राज्य विज्ञान एवं प्रौद्योगिकी परिषद द्वारा कोई पंजीकरण / प्रमाण पत्र जारी किया गया है तो प्रस्तुत करें।

Along with mandatory Unique ID /registration number issued by the NITI Aayog under NGO Registration / Certificate, please furnish if certificate / registration certification is issued by the State Council for Science & Technology to organization/NGO.

12. आपके संस्थानों को पूर्व में जारी किए गए अनुदानों के सभी लंबित उपयोगिता प्रमाण-पत्र नेट पर उपलब्ध है तथा इन्हें आप <https://164.100.31.179/Report/PendingUCs.aspx> पर देख सकते हैं।

To view of all the pending UCs of earlier grants released to your Institutions is available in net and to view the same please visit the link <https://164.100.31.179/Report/PendingUCs.aspx> may ensure no pending U.C.

13. कोई भी प्रस्ताव प्रस्तुत करने से पूर्व कृपया सुनिश्चित कर लें कि निर्धारित फॉर्म को सब प्रकार से भर दिया गया है, ऐसा करने में असफल रहने पर आवेदन / प्रस्ताव को निरस्त कर दिया जाएगा तथा पृथ्वी विज्ञान मंत्रालय द्वारा इस बारे में कोई सूचना दी जानी आवश्यक नहीं होगी।

Before submitting any proposal kindly ensure that the prescribed form is filled-in in all respects failing which the application of the proposal should cancelled and communication by MoES will not be necessary to be made, in such cases.

14. सभी एनजीओ को नीति आयोग के पोर्टल पर पंजीकृत किया जाना चाहिए तथा मंत्रालय से अनुदान प्राप्त करने हेतु अपने आवेदन-पत्र प्रस्तुत करने से पूर्व उन्हें अद्वितीय पहचान संख्या प्राप्त कर लेनी चाहिए। अद्वितीय पहचान संख्या प्रदान करते समय, सभी न्यासियों और पदधारकों के पेन और आधार नंबर होने चाहिए। अनुदानों और निर्मुक्तियों हेतु एनजीओ के प्रस्तावों को मंत्रालयों द्वारा केवल इस पोर्टल के माध्यम से ही प्रोसेस किया जाना चाहिए।

All NGOs must be registered at NITI Aayog portal and should obtain unique identifiers before submitting their applications for grants from any Ministry. While giving unique identifiers to

NGOs, PAN and Aadhaar Card Numbers of all trustees and office bearers should be provided.

15. आयोजकों व आयोजनकर्ता संस्था को समारोह में सम्मिलित होने वाले छात्रों / प्रतिभागियों की किसी भी प्रकार की संचारित बीमारियों (यथा कोविड-19, आदि), तथा भीषण गर्मी या ठंड (लू या बर्फबारी व शीत लहर) के नुकसान से बचाव हेतु यथा संभव प्रयास एयम इस संबंध में भारत सरकार (गृह मंत्रालय, स्वास्थ्य मंत्रालय, आदि) / राज्य सरकार / स्थानिक प्रशासन (गतिविधि के स्थानानुसार) के निर्देशों का पूर्ण जिम्मेवारी से पालन सुनिश्चित करना आवश्यक होगा।

Organizer(s) / Organizing Institution (being fully answerable), will have to ensure themselves all possible precautionary safety measures of participants / students from Covid-19 / communicable disease, and hazards like Heat waves / Cold waves / Snowfall etc., and in this regard strictly following the instructions issued by Govt. of India (Ministry of Home Affairs, Ministry of Health & Family Welfare, etc.) / State Government / Local Administration – where activity is proposed.

16. आयोजकों व आयोजनकर्ता संस्था द्वारा गतिविधि के स्थान/राज्य में सरकार / स्थानिक प्रशासन के निर्देशों का पूर्ण जिम्मेवारी से पालन सुनिश्चित करना आवश्यक होगा, तथा मतदान/चुनाव की स्थिति में चुनाव आयोग के निर्देशों का स्वयं अनुपालन सुनिश्चित करना अनिवार्य होगा।

It will be mandatory for organizers to ensure strict compliance with orders/ instructions of the Government (Central/State) and local administration and the also election commission's directions/guidelines (in case of elections) in the state/place of the proposed activity.

17. गैर सरकारी संगठन / प्राइवेट संस्था होने पर क्रपया **संलग्नक- ग (बॉन्ड आदि)** का अवलोकन / पालन करें।

It is mandatory to read / follow **Annexure - C** (including bond, etc.) for NGOs / private organizations.

18. किसी भी अवस्था में, सहायता राशि के शेष बचने पर, शीघ्र ही उस राशि को अन्य संबन्धित दस्तावेज़ (व्यय प्रमाण पत्र आदि) के साथ मंत्रालय को वापस करना आवश्यक होगा।

It will be mandatory to refund unspent balance of financial assistance, if any to this Ministry at earliest with relevant documents (Statement of expenditure, UC etc) at the earliest.

19. Organizers need to ensure the best possible showcasing of MoES services to the public and different sectors, as well as the MoES schemes.

20. मंत्रालय आंशिक रूप से या पूर्ण रूप से आयोजन को अपना समर्थन व वित्तीय सहायता को रोक सकता है / वापिस ले सकता है / स्थगित कर सकता है। इस तरह के सभी मामलों में मंत्रालय का फैसला सभी संबंधित पक्षों को मान्य होगा / This Ministry has the right to withdraw / hold / defer it's support and financial assistance / grant for fully or partially. The decision of this Ministry in all such matters will be final and bound on all concern.

21. क्रपया आवेदन के साथ, प्रमुख सारांश बिन्दु (संलग्नक-ए) हस्ताक्षर के साथ अवश्य संलग्न करें। / Please enclose duly filled and signed major summary points (Annexure-A) pertaining to application.

22. मैंने / हमने उपरोक्त दिशा निर्देश भली भांति पढ़ / समझ लिया है एवं पालन करना निश्चित किया है।

I / we have read all term and conditions carefully and adhere to follow the same.

(हस्ताक्षर/Signature) _____

आवेदक का नाम/Name of the Applicant: _____
पद एवं विभाग/संगठन/Position & Dept./Organization: _____
फोन / ई-मेल/Phone / E-mail: _____

आवेदन के सारांश बिन्दु (आवश्यक) / Summary Points of Application (Mandatory)

S.No.	Subject	Remarks
1.	Topic of Seminar / Symposium / Conference / Workshop / Exhibition & Fairs. If others than above (Please specify):	Topic: _____
2.	Broad subject area (Please specify): Atmospheric Science / Climate / Ocean Science-Technology / Seismological / Geo Science / Polar Sciences / Hydrology / Cryosphere / Interdisciplinary with Earth Sciences International Day (Earth Day, etc.) / IESO / Any other MoES related areas	Broad subject area of event: _____ _____
3.	Whether the application is signed by the Head of the Institution/ Organization/Univ.	Yes / No
4.	Date(s) and venue of the event.	
5.	Date of application.	
6.	Whether application submitted i)Two months in advance (National activity) ii)Three months in advance (International activity)	
7.	Status of the Organization(s): IIT/IIIT/NIT; University (Govt./Private); Govt. College; Government-aided College; State Government College; Research Organizations; Professional Bodies; Private College; Registered Professional Society/Others	
8.	Whether it is a Regd. Society, NGO, Private? If yes, please mention about submission of mandatory documents (i - ix) in Annex-B. Submit the last 3 years' Income Tax Return (ITR) and documents as asked below (8.i – viii). If a new organization, mention and submit 2 year/s ITRs along with all requisite documents (8. i - viii) as per year/period of registration.	Yes / No Copy at page no. ____ of the Annex-B
9.	(i) Registration Certificate. Act / Reg No. etc.	Rgn. No. _____ Registering Authority _____ Copy at page no. ____ of the Annex-B
	(ii) Article / Memo Association copy of Rules and Regulation of the Society.	Copy at page no. ____ of the Annex-B
	(iii) Byelaws.	Copy at page nos.____ of the Annex-B
	(iv) Audited Statement of Accounts of the Society etc. for the last 3 years.	Copy at page nos. ____ of the Annex-B
	(v) Income & Expenditure details of last 3 years.	Copy at page nos. ____ of the Annex-B
	(vi) List of present office bearers.	Copy at page nos. ____ of the Annex-B
	(vii) NITI Aayog verification / ID Number.	ID No. _____ Copy at page no. ____ of the Annex-B
	(viii) PAN Card Copy.	Copy at page no. ____ of the Annex-B
	The signed undertaking of the correctness of the above (9.i-viii) and their validity on the date of application and event are to be essentially attached.	Annexure-G
10.	If the conference/workshop... is international , then the name/s of countries and participant/s.	

	Will participants from abroad participate in ONLINE or OFFLINE mode? Also, status of the following (mandatory) as applicable:		
	a. Approval of Admin Dept./Univ/Institute/Ministry		
	b. Clearance of Ministry of External Affairs.		
	c. Clearance of Ministry of Home Affairs.		
	d. Any other relevant document	Page nos. _____	
11.	If the organization had received any grant earlier for conducting Seminar, Symposia etc. from MoES, the following need be clarified:		
	i. UCs status: (a) submitted (Yes / No) (b) If pending, details of same (ref. of S.O. with date) with reasons for pendency.		
	ii. If Unspent balance? Refund statement?	Page No. _____	
	iii. If interest earned? Refund status?	Page No. _____	
	iv. Copies of the Proceedings & Recommendations submitted?	Yes / No	
	v. Other point, if any.		
12.	Is the event being organized jointly? If so, (a) Name(s) and Detail(s) of the Organisation(s) (b) Name of the Authority receiving fund & thus will be submitting the UC and SoE duly signed by the Chartered Accountant / Account Officers, Finance Officers of the Institute.	Yes / No	
13.	Item-wise details of financial assistance applied for (all figures in INR)	Total Estimate for the event	Requested from MoES
	(a)		
	(b)		
	(c)		
	(d)		
	Total:		
14.	ECS/RTGS information as per the format and endorsed by the bank.	Copy at page no. ____ of the Application	
15.	Please mention if the organization has experience of conducting such events in the past 3 years.		
16.	Other points if the applicant wishes to submit.		

NOTE: Give page numbers on all the pages of the Annexures, including in Annexure-A above. Ministry appreciates paperless / least paper usage.

मैंने उपरोक्त एवं समस्त दिशा निर्देश (1-20) भली भांति पढ़ / समझ लिया है एवं पालन करना निश्चित किया है। I have read the above and all term and conditions (1-20) carefully and adhere to follow the same.

(हस्ताक्षर/Signature) _____
आवेदक का नाम/Name of the Applicant: _____
पद एवं विभाग/संगठन/Position & Dept./Organization: _____
फोन / ई-मेल/Phone / E-mail: _____

भारत सरकार
GOVERNMENT OF INDIA
पृथ्वी विज्ञान मंत्रालय
MINISTRY OF EARTH SCIENCES

आवेदनपत्र/ Application Form

1. (क) संगोष्ठी, (ख) विचार गोष्ठी, (ग) सम्मेलन (घ) कार्यशाला, (ङ)) अन्य (कृपया उल्लेख करें) के लिए आवेदनपत्र/ Application form for (a) Seminar, (b) Symposia, (c) Conference, (d) Workshop, (e) Others (Please Specify) _____

—

2. भौगोलिक वर्णन (क) स्थानीय (ख) क्षेत्रीय (ग) राष्ट्रीय (घ) अंतर्राष्ट्रीय (कृपया किसी एक के लिए लिखें) / Geographical Coverage (a) Local, (b) Regional, (c) National, (d) International (Please write any one). _____

—

3. पृथ्वी विज्ञान मंत्रालय के व्यापक विषय क्षेत्र: (क) वायुमण्डलीय विज्ञान (ख) समुद्र विज्ञान (ग) सामान्य विज्ञान (घ) समुद्र प्रौद्योगिकी (ङ.) सामाजिक विज्ञान (च) पृथ्वी विज्ञान (छ) अंतर-विषयी/अन्य (कृपया उल्लेख करें) (कृपया किसी एक के लिए लिखें) / Broad Subject Areas of MoES: (a) Atmospheric Science, (b) Ocean Science, (c) General Science, (d) Ocean Technology, (e) Social Science, (f) Earth Sciences (g) Inter-disciplinary / Others (Please specify): _____

—

4. यदि संयुक्त संगठन हैं तो संगठनों के नाम और पता अन्यथा आयोजन कर्ता संगठन का नाम पता/ In case of Joint Organization: Name and Address of the Organization(s) else name and address of main organizing institute of event:

संस्थान का नाम:/ Institute's name: _____

विभाग: / Department: _____

पता: / Address: _____

पिन: / Pin: _____

ई-मेल: / E-mail: _____

मोबाइल नंबर / Mobile Number _____

5. संगठन / संगठनों का स्तर / Status of the Organization(s):-

सरकारी सहायता प्राप्त संस्था / गैर-सरकारी संस्था / पंजीकृत सोसायटी Government Aided / Non-Government Organization / Registered Society:

(क) आईआईटी / आईआईआईटी / एनआईटी (a) IIT / IIIT / NITs (ख) विश्वविद्यालय / University (Govt. / Pvt.), (ग) प्राइवेट कॉलेज / Private Colleges, (घ) सरकारी सहायता प्राप्त कॉलेज / (d) Government aided Colleges, (ड.) सरकारी कॉलेज / (e) Government Colleges, (च) पंजीकृत सोसायटी / (f) Registered Society, (छ) व्यावसायिक निकाय / (g) Professional Bodies, (ज) राज्य सरकार / (h) State Governments, (झ) अनुसंधान संगठन / (i) Research Organizations (ञ) अन्य (कृपया उल्लेख करें), / (j) Others (Please Specify). _____ (कृपया किसी एक पर "सही" का निशान लगाएँ) / [please "Right" tick any one].

6. संपर्क किए जाने वाले व्यक्ति का नाम और पता: / Name and Address of the Contact Person:

नाम: / Name: _____

पता: / Address: _____

पिन: / Pin: _____

ई-मेल: / E-mail: _____

फोन नं. / Phone No: _____ (कार्यालय) / (Off.) _____ (आवास) / (Res.)

फैक्स नं. / Fax No: _____

मोबाइल नंबर / Mobile Number _____

7. समारोह के अध्यक्ष / संरक्षक का नाम और पता: / Name and Address of the President/ Patron of the event:

नाम: / Name: _____

पता: / Address: _____

पिन: / Pin: _____

ई-मेल: / E-mail: _____

फोन नं. / Phone No: _____ (कार्यालय) / (Off.) _____ (आवास) / (Res.)

फैक्स नं. / Fax No: _____

मोबाइल नंबर / Mobile Number _____

8. संगठन के प्रमुख का नाम और पता जिसे वित्तीय अनुदान प्राप्त करने का अधिकार है। (अनुमोदन हो जाने पर यह अनुदान केवल संस्थान / मान्यता प्राप्त सोसायटी के पक्ष में जारी किया जाएगा) / Name and Address of the chief of the organization empowered to receive the financial grant (which will be released only in favour of the institutions/ recognized society, if approved:)

नाम: / Name: _____

पता: / Address: _____

पिन: / Pin: _____

ई-मेल: / E-mail: _____

फोन नं. / Phone No: _____ (कार्यालय) / (Off.) _____ (आवास) / (Res.)

फैक्स नं. / Fax No: _____
मोबाइल नंबर / Mobile Number _____

9. उस प्राधिकारी का नाम जो उपयोग प्रमाण-पत्र तथा धन उपलब्ध करने वाले सभी स्रोतों से प्राप्त कुल आय का विवरण प्रस्तुत करेगा। यह विवरण संस्थान के चार्टर्ड एकाउंटेंट / लेखा अधिकारी, वित्त अधिकारी द्वारा हस्ताक्षरित हो (सरकारी संगठनों के लिए): / Name of the Authority who will be submitting the Utilization Certificates and total income from all the funding sources dully signed by the Chartered Accountant/Account Officers, Finance Officers of the Institute (For Government organization):

नाम: / Name: _____
पता: / Address: _____

पिन: / Pin: _____
ई-मेल: / E-mail: _____
फोन न. / Phone Nos: _____ (कार्यालय) / (Off.) _____ (आवास) / (Res.)
फैक्स नं. / Fax Nos: _____
मोबाइल नंबर / Mobile Number _____

10. विचार-गोष्ठियों, आदि के लिए पृथ्वी विज्ञान मंत्रालय (पूर्व में महासागर विकास विभाग / महासागर विकास मंत्रालय) से पूर्व में प्राप्त किए गए अनुदान का ब्यौरा: / Details of the previous grant received from Ministry of Earth Sciences (Formerly Department / Ministry of Ocean Development) for, Symposia, Workshops, etc.:

क्रम संख्या / Sl. No.	मंजूरी आदेश सं. और तारीख / Sanction Order No. & Date	संगोष्ठी का नाम / Title of the Event	उपयोगिता प्रमाण-पत्र और कुल आय एवं व्यय विवरण प्रस्तुत करने संबंधी स्थिति / Status of submission of Utilization Certificate & Statement of Total Income & Expenditure

11. समारोह के लिए अनुमानित व्यय का विस्तृत ब्यौरा **(सभी मदरूपों में)**: / Broad details of Estimated Expenditure for the event **(all figures in INR)**:

युवा वैज्ञानिकों / छात्रों (भारतीय) के लिए यात्रा भत्ता/मंहगाई भत्ता: /
TA/DA for Young Scientists/ students/Research Scholars (Indian): Rs. _____

वरिष्ठ वैज्ञानिकों/ फेकल्टी/ विशेषज्ञ (भारतीय) के लिए यात्रा भत्ता/मंहगाई भत्ता: /
TA/DA for Senior Scientists / Academicians / Experts (Indian): Rs. _____

सम्मेलन पूर्व मुद्रण (उद्घोषणाएं, सारांश, इत्यादि): /
Pre-conference printing (Announcements, abstracts, etc.): Rs. _____

कार्यवाहियों का प्रकाशन / Publication of Proceedings: Rs. _____

लेखन सामग्री: / Stationary: Rs. _____

सचिवालय सहायता: / Secretarial Assistance: Rs. _____

विविध (विवरण): / Misc. (details): Rs. _____

स्थानीय आतिथ्य सत्कार: / Local Hospitality: Rs. _____

कुल / Total Rs. _____

विशिष्ट मदें / Specific items (mention, if any) राशि (रुपये) / Amount (Rs.)

क) A) Rs. _____

ख) B) Rs. _____

ग) C) Rs. _____

घ) D) Rs. _____

सकल जोड़: / Grand Total: Rs. _____

12. आवेदानुसार राष्ट्रीय संदर्भ में समारोह के महत्व को दर्शाते हुए उद्देश्यों का संक्षिप्त विवरण (विवरण अलग कागज पर दें), **यदि समारोह दिव्यंगजन व दिव्यंगजन संस्था / कन्या अथवा नारी विद्यालय संस्था द्वारा हो तो उल्लेख करें** / Brief statement of Objectives (in bullets) of the Event highlighting the importance in National context (details on a separate paper should be attached), **If program is proposed by any organization / school / NGO / institute etc. which serves the differently-abled persons /Girls and women may please be mentioned:**

(क) समारोह की अत्याधुनिकता की पुनरीक्षा / (a) Review the State of Art of the event:

(ख) विशिष्ट कार्यक्रम और कार्य योजना तैयार करना: / (b) Details of the programme and action plan:

(ग) समारोह के परिणाम स्वरूप प्रयोक्ता समुदाय किस प्रकार लाभान्वित होंगे: / (c) Benefits to user communities from the event (in bullets):

(घ) अन्य (कृपया उल्लेख करें) / (d) Other (please specify)

13. वित्त-पोषण के स्रोतों का ब्यौरा (इस मंत्रालय के अलावा) / Details of sources of funding (other than MoES):

(क) केंद्रीय और राज्य सरकार के मंत्रालय / विभाग / संगठन इत्यादि: / (a) Ministry / Department / Organization, etc. of Central and State Government:

क्रम संख्या / Sl. No.	स्रोत / Sources	मांगी गई राशि / Amount Requested	वचनबद्धता अथवा प्राप्त की गई राशि / Amount Committed or received	किन मदों के लिए अनुमोदन मांगा गया है / Items for which grant is requested

(ख) गैर सरकारी एजेंसियों द्वारा वित्त-पोषण / (b) Funding by Non-governmental agencies:

क्रम संख्या / Sl. No.	स्रोत / Sources	मांगी गई राशि / Amount Requested	वचनबद्धता अथवा प्राप्त की गई राशि / Amount Committed or received	किन मदों के लिए अनुमोदन मांगा गया है / Items for which grant is requested

(ग) सोसायटी/संगठन द्वारा अंशदान (रुपये) / Contributions by Society/ Organization: Rs. _____

(घ) पंजीकरण द्वारा (रुपये) / (c) By Registration: Rs. _____

(ङ) विज्ञापन द्वारा (रुपये) / (d) By Advertisement: Rs. _____

14 इस सम्मेलन के लिए पृथ्वी विज्ञान मंत्रालय से मांगी गई वित्तीय सहायता का विवरण / Details of Financial Assistance requested to MoES for this Conference:

युवा वैज्ञानिकों / छात्रों (भारतीय) के लिए यात्रा भत्ता/मंहगाई भत्ता: / TA/DA for Young Scientists / students / Research scholars (INR): _____

वरिष्ठ वैज्ञानिकों / फेकल्टी/विशेषज्ञ (भारतीय) के लिए यात्रा भत्ता / मंहगाई भत्ता: / TA/DA for Senior Scientists / Academicians / experts (Indian): Rs. _____

सम्मेलन पूर्व मुद्रण (उद्घोषणाएं, सारांश, इत्यादि) / Pre-conference printing (Announcements, abstracts, etc.): Rs. _____

कार्यवाहियों का प्रकाशन / Publication of Proceedings: Rs. _____

लेखन सामग्री: / Stationary: Rs. _____

सचिवालय सहायता: / Secretarial Assistance: Rs. _____

विविध (विवरण): / Misc. (details): Rs. _____

स्थानीय आतिथ्य सत्कार: / Local Hospitality: Rs. _____

कुल / Total Rs. _____

विशिष्ट मदें / Specific items (mention, if any)

क) A) Rs. _____

ख) B) Rs. _____

ग) C) Rs. _____
घ) D) Rs. _____
सकलजोड़: / Grand Total: Rs. _____

15. प्रतिभागियों का ब्यौरा: / Details of the participants. Please enclose the List of specialists/dignitaries (if any)
-

यदि दिव्यांगजन सम्बंधित है, तो दिव्यांगजन संख्या एवं विवरण: / **If differently-abled participants then details viz. number of participants and the activities:**

16. इलैक्ट्रॉनिक हस्तांतरण की सुविधा के लिए केंद्रीय योजना स्कीम मॉनीटर प्रणाली (लेखा महानियंत्रक, वित्तमंत्रालय) के अंतर्गत अनुदान की स्वीकृति की स्थिति में कृपया निम्नलिखित सूचना दी जाए: / In event of Sanctioning of Grant and to facilitate the release the following information under Central Plan Scheme Monitoring Systems (Controller General of Accounts, Ministry of Finance) may please be furnished to facilitate electronic transfer: यदि ज़ीरो बैलेन्स अकाउंट कैनरा बैंक में है तो उल्लेख करें/ Mention details if have Zero Balance Account in Canara Bank

- (a) Bank Name: _____
(b) Bank Branch & Address: _____
(c) Branch Name & Code: _____
(d) Account Number: _____
(e) Agency Name as per Bank: _____
(f) ECS / RTGS Details: _____
(g) IFSC Code: _____
(h) MICR Code: _____
(i) TIN Number: _____
(j) TAN No: _____
(k) PAN No: _____

आवेदक/आयोजनकर्ता/सचिव के हस्ताक्षर/ Signature of applicant / Organizing Secretary

संस्थान के प्रमुख अथवा सोसायटी के अध्यक्ष के हस्ताक्षर/ Signature of Head of
Institution or President of Society

स्थान: / Place: _____

तिथि: / Date: _____

17. ECS/RTGS Details: **MANDATE FORM**

ELECTRONIC CLEARING SERVICE (CREDIT CLEARING/ REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS

A. DETAIL OF ACCOUNT HOLDER:-

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	

B. BANK ACCOUNT DETAILS:-

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS, TELEPHONE NUMBER AND EMAIL	
WHETHER BRANCH IS COMPUTERISED	
WHETHER THE BRANCH IS RTGS ENABLED ? IF YES, THEN BRANCH'S IFSC CODE	
IS THE BRANCH ALSO NEFT ENABLED?	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASE CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	

DATE OF EFFECT:-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user Institute responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

(.....)
Signature of Customer

Date:

Certified that the particulars furnished above are correct as per our records.

(.....)

(Bank's Stamp with signature)

Signature of Customer

Date:

1. May please attach a photocopy of cheque along with the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enable", then upon its gradation to "RTGS Enabled" branch, please submit the information in the above proforma to the Department at earliest.

a. Point wise copy of documents with respective page nos. as per / and as mentioned by applicant in the annexure-A

(ii) Registration Certificate. Act / Reg No. etc.	Rgn. No. _____ Registering Authority _____ Copy at page no. ____ of the Annex-B
(ii) Article / Memo Association copy of Rules and Regulation of the Society.	Copy at page no. ____ of the Annex-B
(iii) Byelaws.	Copy at page no. ____ of the Annex-B
(iv) Audited Statement of Accounts of the Society etc. for the last 3 years/ 1-2 years for new Org.	Copy at page no. ____ of the Annex-B
(v) Details of Income & Expenditure.	Copy at page no. ____ of the Annex-B
(vi) List of present office bearers.	Copy at page no. ____ of the Annex-B
(vii) Income Tax Returns (ITRs) for last three financial years.	Copy at page no. ____ of the Annex-B
(viii) NITI Aayog verification / ID Number.	ID No. _____ Copy at page no. ____ of the Annex-B
(ix) PAN Card Copy.	Copy at page no. ____ of the Annex-B

b. Any other document

Terms and conditions for Grant-in-aid, pertaining to event/s by NGO / Registered Society.

1. The grantee will execute a bond (Annexure-D) in favor of the President of India in the prescribed form. The bond shall be supported by two sureties if the grantee is not a legal entity
2. Copy of statement of expenditure (SoE) / Utilization certificate and completion report/s of event will be submitted to Grantor within three months of completion of event/date release. Will also provide copy when asked by Grantor. The accounts may be audited by the C&AD, at his discretion, in addition to audit by Registered Chartered Accountant. The account books on the implementation of the event/project shall be open to check by an officer of the government, deputed by the Grantor.
3. The grant shall be utilized for the purpose for which it is sanctioned and in the stipulated time schedule. The grantee shall not divert any portion of the grant received by him / her for any other purpose or organization or individual.
4. Release of any further grant will be made only subject Nil pendency of UCs and the Completion report of event. The report/s will clearly indicate the achievements and details of participants.
6. Any portion of the grant that remains unutilized for the purpose granted shall be refunded promptly to the Govt. by the grantee with interest.
7. The grantee shall maintain a record of assets and other items of permanent value (if any) having a life of not less than five years and costing Rs. 10,000/- and above, acquired wholly or substantially out of the grants. Such assets should not be disposed off, encumbered or diverted for purposes other than for which the grant is sanctioned without the prior approval of the Grantor/Ministry. Should the grantee organization cease to exist at any time, such assets etc. shall be surrendered to the Government of India.
8. When the Ministry / Government have reasons to believe that the grant is not being utilized for the purpose for which it sanctioned, the amount paid to the grantee are liable to be refunded fully (with interest if earned) to the Government of India.
9. The Government reserves the right to nominate a representative in the management of any grantee institution which receives grant-in-aid from Government of India amounting to more than 50% of its annual recurring expenditure.
10. Government may direct a grantee institution, to make suitable changes in the Articles of Association /MoUs of the institutions concerned before release of grant-in-aid, if the purpose of the grant required.
11. Ownership of any building, equipment, or immovable property constructed wholly or partly out of grant-in-aid, may vest with the grantee so long as it is utilized for the purpose for which the grant has been sanctioned. The responsibility for the maintenance of such buildings, etc. will also be that of the grantee institution concerned. If the organization ceases to exist, or the breach of the terms and conditions of the grant or the building is not utilized for the purpose for which the grant was given, the ownership of the building which shall vest wholly or partly with the Government.

Bond in non-judicial stamp paper of Rs. 100/- for NGO / Registered society, as per proforma below:

Bond Performa

KNOW ALL MEN BY THESE PRESENTS THAT we the _____
_____ (name of the organization an in
Registration certificate) an association registered under the Societies Registration Act, 1860
having been registered by the office of(Name full address of Registering Authority)

_____, vide Registration Number _____ dated _____
office at _____ in the State of _____ (herein after
called the obligors) are held and firmly bound to the President of India (hereinafter called
the Government) in the sum of Rs. _____ (in words Rupees
_____ only) well and
truly to be paid to the President on demand and without demur, for which payment we bind
ourselves and our successors and assigns by these presents.

2. SIGNED this _____ day of _____ in the year Two thousand and

3. WHEREAS the obligors have sent a request proposal to Government, through the
Ministry of Earth Sciences for Grants of Rs. _____ Vide Letter number
_____ Dated _____. The obligors has agreed to execute this bond
in advance, in favour of Ministry of Earth Sciences _____ for entire amount of
Rs. _____ as requested in the proposal sent to the Government. The obligor is
willing to accept the proposed amount or any other amount approved/ sanctioned by the
Government. The obligor is willingly executing this bond of higher proposed amount to
accept the actual amount approved/ sanctioned by the Government. The obligor is also
willing to accept all terms and conditions mentioned in the "Letter of Sanction" to be issued
by the Government.

4. Now the condition of the above written obligation is such that if the obligors duly fulfill
and comply with all the conditions mentioned in the letter of sanction, then above written
bond or obligation shall be void and of no effect. But otherwise it shall remain in full force
and virtue. If a part of the grant is left unspent after the expiry of the period within which it is
required to be spent, the obligors agree to refund the unspent balance along with interest at
the rate of 10% (ten percent) per annum unless it is agreed by the sanctioning authority to
be carried over to the next financial year. The amount of grant shall be refunded along with
interest earned thereon.

5. The Society/ Trust agrees and undertake to surrender/ pay to Government the
monetary value of all such pecuniary or other benefits which it may receive or derive/ have
received or derived through/ upon unauthorized use (such as letting out premises for
adequate or less than adequate consideration or use of the premises for any purpose other
than that for which the grant was intended of the property / building of other assets created
/ acquired/ constructed largely from out of Government grant. The decision of the Secretary
to the Government of India in the Ministry of _____. Department of
_____. or the administrative Head of Department

concerned shall be final and binding on the society/ Trust, in respect of all matter relating to the monetary value mentioned above to be surrendered paid to the Government.

6. The member of the executive committee of the grantee shall:
- a) abide by the conditions of the grants in aid by the target dates, specified in the letter of sanction and
 - b) not divert the grants of entrust execution of the scheme or work concerned to other institution (s) or organization (s) and
 - c) abide by any other conditions specified in the agreement governing the grants in aid.

In the events of grantee failing to comply with the conditions or committing breach of the conditions of the bonds, the signatories to the bonds shall be jointly and severally liable to refund to the President of India, the whole or a part amount of the grant with interest @10% per annum thereon.

7. AND THESE PRESENTS ALSO WITNESS THAT

- i. The decision of the secretary to the Government of India in the Ministry of _____ on the question whether there has been breach or violation of any of the terms and conditions mentioned in the sanction letter shall be final and binding on the obligors; and
- ii. The Government shall bear the stamp duty payable on these present.
- iii. In witness where of these presents have been executed as under on behalf of the obligors and day herein above written in pursuance of the Resolution No. _____ Dated _____ passed by the Governing Body of the obligors, a copy whereof is annexed hereto.

Signed for and on behalf of _____

Signature of the grantee. _____

(Name of the Obligor Association, as registered)

Full Mailing Address _____

Telephone Number / Mobile No. _____

E-Mail address (if available) _____

Fax number _____

In the presence of (Witnesses' name and address)

(i)

(ii)

Accepted for and on behalf of the President of India

Date _____

_____ Designation

(Name and address)

Authorization Letter for sending Grants-in-aid directly into the Bank Accounts of the organization:

I / WE _____ (name of the entity / Society / organization) would like to receive the grants in aid disbursed by the , Ministry of _____ directly into the bank Account of the society / institution / organization etc. through electronic mode of transfer. The particular are as under

Name of the payee (as in the bank accounts) _____

Name of the Bank _____

Bank Branch (Full address, with State, District and Pin Code) _____

Bank Account Number _____
(in words) _____

Type of bank Account (Saving / Current) _____

MICR Code of the Bank _____

Mode of Electronic transfer Available in the Bank – ECS/RTGS/CBS _____

Place: New Delhi

Signature of grantee _____

Date: _____

Name of Grantee _____

Designation / Rubber stamp

Full Address (village / sub division / district/ Pin / State) _____

Telephone number / Mobile number _____

Email (if any) _____

ACQUAINTANCE / PRE-STAMPED RECEIPT (PSR) / PRE-RECEIPT / ADVANCE RECEIPT

(form of Acquaintance for grant-in-aid to be received through cheques/ D.D.'s)

Received a sum of Rs _____ (Rupees _____
_____ only) by Cheque / Bank Draft from Pay and
Accounts Office, Ministry of _____, New Delhi on account of the
grant-in-aid sanctioned by the Ministry of _____, Govt. of India,
New Delhi vide letter No. _____ dated _____.

Place: New Delhi

Signature of grantee _____

Date: _____

Name of Grantee _____
Designation / Rubber stamp

UNDERTAKING

I, do hereby undertake that all information given in Annexure-A of this application is correct and the documents, including NITI Aayog ID No..... etc are correct and valid on the day of application and on the dates/period of the proposed event.

Place: Signature of main organizer _____

Date: _____ Name _____

Designation / Rubber stamp

Organization/Institute/College/NGO Name & Address