कार्यालय
ज़िला महिला एवं बाल विकास विभाग
जिला – नारायणपुर (छ0ग0)

कमांक/1533/मबावि./सावि./2017–18 नारायणपुर दिनांक24/02/2018

प्रति,

1. **प्रभारी अधिकारी NIC**
   जिला – नारायणपुर (छ0ग0)
2. **जिला जनसंपर्क अधिकारी**
   जिला – नारायणपुर

विषयः– कामकाजी महिलाओं के आवास गृह/छात्रावास निर्माण करने हेतु स्वयंसेवी संगठन/संस्था ऐजंसी से आवेदन पत्र आमंत्रित करने विषयक्

संदर्भः– संचा.म.बा.वि. नया रायपुर का पत्र कमांक/4502/67/सावि/मबावि/सखी/2017 –18 नया रायपुर दिनांक 31.08.2017

उपरोक्त विषयांतर्गत संदर्भित लेख है, कि कामकाजी महिलाओं को आवासीय हॉस्टल सुविधा उपलब्ध कराने बाबत् भवन निर्माण हेतु अनुदान सहायता योजना का कियान्वयन किया गया है, तत्संबंध में कामकाजी महिला आवास गृह छात्रावास हेतु राज्यों एवं कियान्वयन ऐजंसी के माध्यम से संचालित किया जाना है। इस हेतु जिले अंतर्गत स्वयं सेवी संगठन/संस्था ऐजंसी से दिनांक 15.03.2018 तक समय शाम 5.00 बजे तक कार्यालय जिला महिला एवं बाल विकास विभाग नारायणपुर में आवेदन प्रस्तुत कर सकते है। संपूर्ण जानकारी के लिए कार्यालयीन सूचना पटल एवं नारायणपुर जिले के वेबसाइट narayanpur.gov.in/cgstste.gov.in पद देखी जा सकती है।

अतः जिले के समाचार पत्रों में विज्ञप्ति प्रसारित करने का कष्ट करेंगे।

संलग्नः– उपरोक्तानुसार।

जिला महिला एवं बाल विकास अधिकारी
जिला – नारायणपुर (छ0ग0)

पृ.कमांक/1533A/मबावि/सावि./2017–18 नारायणपुर दिनांक24/02/2018

प्रतिलिपि :–

1. **कलेक्टर, जिला नारायणपुर की ओर सादर सूचनार्थ।**

जिला महिला एवं बाल विकास अधिकारी
जिला – नारायणपुर (छ0ग0)

Application for Grant in Aid under the Scheme for Working Women Hostel (for construction/ expansion/ maintenance/ strengthening of hostel buildings)

From: _____

_____

_____

_____

To,

The Secretary (WCD) of the concerned State/ UT
Ministry of Women and Child Development

Subject:- Grant in aid under the Scheme of Working Women for construction/ expansion/ strengthening/ maintenance the hostel building and facilities for working women

Sir,

I submit herewith an application for grant under the Scheme of Assistance for working women hostel for *(subject on which assistance is sought).* I have read the rules and regulation of the scheme and I undertake to abide by them. On behalf of the Management, I further agree to the following conditions:

(a) The hostel will be constructed on Public land only (relevant only for application seeking financial assistance for construction and expansion);
(b) The hostel will be used for working women as per the guidelines laid down in the scheme;
(c) All assets acquired wholly or partially out of the Central grant shall not be encumbered or disposed off or utilized for purpose other than those for which the grant is given. It the organisation ceases to exist at any time, such properties shall revert to Government of India;
(d) The accounts of the hostel building will be maintained properly and separately. These will be open to check by any officer deputed by the Govt. Of India or the State Government. These will also be subject to a test check by the Comptroller & Auditor General of India;
(e) If the Central Government or the State Government has reason to believe that the grant is not being utilized for the purpose for which it has been sanctioned, the Government of India may stop payment of further instalments of the grant and will be free to recover the grants already sanctioned along with penal interest in such number of instalments, as it may deem appropriate or may take over the building of the hostel constructed with the grant-in-aid under the Scheme;

(f) The organisation shall exercise reasonable economy in expenditure on construction/ expansion/ maintenance/ strengthening of the hostel building (as the case may be);

(g) The building shall be completed not later than 24 months from the date of sanction of the first instalment of grant-in-aid unless extension is granted by the Government of India;

(h) There shall not be any Change in building plan once approved by the Ministry;

(i) Progress Reports on the construction/ maintenance/ expansion/ strengthening of the hostel project shall be furnished regularly to the Central Government and the State Government. The organisation shall also furnish progress reports on the running of the Hostel to the Central Govt./ State Govt. on regular basis or as prescribed in the scheme;

(j) The organisation will bear the balance of the estimated expenditure on the project either from its own resources or with the help of the State Government.

Yours faithfully,

Encl : Application

(Signature)

Name in block letter

Date

Designation

Government of India
Ministry of Women and Child Development
Scheme for Working Women Hostel
(for hostel accommodation in rented building and facilities for working women)

Part-I Organisation's Details

(Note: Application received in an incomplete form will not be entertained)

1. Name of the organisation:_____

2. Complete address of the organisation with telephone/ fax number and email address:_____
   Pin Code:
   Telephone & Fax
   Numbers: Email Address:
   Name and Mobile number of contact person(s):
   Aadhar Number of Main Functionaries : (in respect of NGO/ Trust)
   PAN of Main Functionaries : (in respect of NGO/ Trust)

3. Brief history of the Organisation and description of its objects and activities:____

4. Nature of the Organisation (PSU/ Autonomous/ NGO/ Trust, etc.)___

5. Registration No. and Date (if applicable):_____

6. Article of association and Constitution of the Organisation:_____

7. Registration on NGO-Partnership System (NGO-PS) Portal (NGO-DARPAN) maintained by the NITI Aayog.

8 List of current members of the Executive Committee with their occupation and background:

9. Number of female members in the executive committee:_____

10. Financial documents of the organisation (Audit Report, Balance Sheet, Statement of Receipt & Payment and Income & Expenditure) for the immediate three years:_____

11. Copy of the latest annual reports for the last three years

12. Major Programmes of the Organisation under implementation at present:_____

Part-II- Organisation's Capability

14. Background of the Organisation (Nature of activities)

15. Has the organisation constructed/ run any working women hostel? If yes, give details (date when constructed/ running, capacity of the hostel, number of occupants, distance from the proposed hostel if in the same district/ city/ town):_____

16. Has the organisation undertaken any project/ programme of the MWCD ? If so, the details thereof (name of programme with details of amount received and Utilization Certificate etc.):

    Name and details of the project: Date of sanction by the MWCD

    Amount of grant received from MWCD (Attach copies of Utilization Certificate)

17. Has the organisation undertaken any project/ programme any other Ministry/ State governments/ international agencies/ banking organisations etc.?

    Name and details of the project: Date and year of sanction: Amount of grant received:

18. Infrastructure available in the organisation:

Part-III- The proposal for construction/ expansion of working women hostel

19. Whether public land is available for the proposed construction of new working women hostel

    Plot No./ Survey No. Area
    Road
    Locati on
    Block
    Distric t State
    Pin code

20. Capacity of the proposed Hostel:-
    Working Women: Number of working women
    Day care centre: Number of children

21. Likely date of commencement and completion of the project:

22. Details of the proposed hostel building (copy of the site plan, building plan certified by registered architect and structural estimate certified by State PWD to be attached). Area norms should be as per the Annexure 5(v) of the Scheme)

a) Total Plinth Area/ Covered Area:
b) Estimated cost of the building:
c) Construction Details:

Details of the floor	Accommodation/ No. of living rooms	Size of the room	Area in Sq. mt.	Capacity of the room	Total Capacity
First					
Second					
Third					
Fourth					
Common facilities	Day Care centre Dining Hall Kitchen Store Pantry Visitor's room Multipurpose room Warden's room Office Bath rooms & WCs Other facilities				

23. Whether the project is likely to be assisted by some other official or non-official agency? If so, their name and the extent of assistance proposed to be provided by each may be indicated:

24. Whether trained staff and other suitable facilities for undertaking construction are available? If so, give details:_____

25. Expenditure details-

(a) Total estimated expenditure on the project:
(b) Amount of grant required from Govt. Of India
(c) Amount proposed to be provided by the organisation:

Part-IV- Justification for the proposal for construction/ expansion of working women hostel

26. Population of the Town/ Block/ District where the hostel is proposed to be constructed:--

27. How many such working women hostels are available in the proposed area and their capacities? If there is such hostel available, site reasons for additional hostel.

28. Justification for construction/ expansion of a Working Women Hostel at the proposed location (May attach a separate sheet).

29. List of documents to be submitted :

(a) Prospectus of the Organisation/ brief description of its objects and activities; (b) Constitution of the Organisation

(c) Copy of the Board of Management and the particulars of each member

(d) Copies Annual Reports for the latest three years

(e) Detailed structural and financial estimates of the hostel building, giving items-wise details of recurring and non-recurring expenditure and basis of rates.

(f) Sources from which the remaining funds to be met

(g) Information relating to the grants received or promised by or the requests made to other bodies e.g. State Governments, local bodies, etc. for construction of the proposed hostel building. The decision of these bodies on such requests would be co communicated;

(h) A Statement of full Receipts & Payments, Income & Expenditure Accounts of the Organisation for the last three years and a copy of the Balance Sheet for the previous year certified by authorized auditor/ Chartered accountant;

(i) Copy of site plan, building plan etc. certified by registered architect. Structural estimate countersigned by State PWD.

(j) A copy of building permission certificate stating that its construction of the hostel building has been permitted by the Local Authority.

(k) A certificate from State PWD to the effect that the rates of construction to be adopted are not in excess of the Schedule of Rates of the PWD of the State duly countersigned by competent authority of State PWD;

(l) Documentary Proof of possession of public land proposed for the construction of Working Women Hostel building;

(m) List of additional papers, if any:

(n) Additional Information, if any:

(o) Approved copy of the building plan and certificate from the competent authority that the construction of the building has been permitted.