

F.No. 4-5/2020-DP-II
Government of India
Ministry of Social Justice & Empowerment
Department of Social Justice & Empowerment

Shastri Bhavan, New
Delhi.

Dated 04th May, 2020

OFFICE MEMORANDUM

Subject : Release of Advance Grant as 1st installment for the year 2020-21 to the Implementing Agencies for running/ maintenance of IRCAs under Scheme of National Action Plan for Drug Demand Reduction-regarding

The undersigned is directed to refer to the subject cited above and to inform that with the approval of the Competent Authority and in continuation of this Ministry's OM No. 1-31/2020-CDN dated 28.04.2020), it has been decided to invite online proposals, through e-Anudaan portal (<http://grants-msje.gov.in/>), under Ongoing/Renewal category from the organisations already receiving grant from the Department under the **Scheme of National Action Plan for Drug Demand Reduction** for running/ maintenance of IRCAs **along-with the following documents for release of Advance grant** as 1st installment for the FY 2020-21

S.No	Document Name
1	Certified copy of the Registration Certificate under Societies Registration Act,1860 or Charitable Trust Act etc. and copy of PAN of the organization
2	Annual Report for previous year (2019-20)
3	List of beneficiaries for previous year
4	Half yearly progress report for previous year (April-19 to Sept-19 and Oct-19 to March-20)
5	Audited Accounts comprising Balance Sheet, Income & Expenditure Statement and Receipt & Payment account for the year 2018-19 (An undertaking from the Organization that Audit accounts for 2019-20 will be submitted by 30.09.2020)
6	Utilisation Certificate(s): 1. In the prescribed GFR-12A format for grant sanctioned during 2018-19 , duly signed by the Chartered accountant and countersigned by the authorised signatory of the organization, along-with 2. Provisional UCs for the grants released during 2019-20 (In the prescribed GFR-12A format and duly signed by the authorised signatory of the organization)
7	Name of the Bank Along with A/C No. , complete address, RTGS/IFSC/MICR code and name and address of the person operating the joint accounts in respect of grant-in-aid for project sanctioned by the Ministry
8	Agreement Bond/PSR in a non-judicial stamp paper Rs. 20(original to be sent to Ministry separately) (Organization to incorporated in the bond that they are not charging money from the

	beneficiaries for the services being provided)
9	Status of Compliance with the directions of proactive disclosures and installation of CCTVs; and if not complied so far , attach declaration from Organization Secretary that this will be complied by 30th September 2020.
10	Status of EAT Module implementation by the organization; if not done so far; attach declaration from Organization Secretary that this will be complied by 30th September 2020.
11	Budget Estimates for the financial year 2020-21 for which the grant-in-aid is required.

2. Last date for submission of ongoing/renewal proposals under NAPDDR scheme is **30.5.2020** through e-Anudaan portal of the Department **along-with above-referred supported documents**, failing which incomplete proposals shall be liable to be rejected..



(Devendra Singh)
Under Secretary (DP)

To,

1. All NGOs/VOs receiving grant for maintenance of IRCA under NAPDDR
2. NIC, wing of the Ministry for making necessary changes in the portal and uploading the OM on the e-Anudaan portal.