

Ministry of Labour

GRANT-IN-AID SCHEME FOR FINANCIAL ASSISTANCE TO ORGANIZATION (VOLUNTARY AND NON GOVERNMENT) FOR TAKING UP ACTION PROGRAMMES / PROJECTS FOR THE BENEFIT OF CHILD LABOUR / WOMEN LABOUR

1. SCOPE OF ASSISTANCE:

- 1.1. The amount of assistance given by the Ministry of Labour for taking up action-oriental projects aimed at benefiting child labour and women labour will normally be up to 75% of the recurring cost of the project. The remaining part of the cost including the non-recurring cost will have to be borne by the organization concerned.
- 1.2. Studies entrusted to various institutions will be funded in full.
- 1.3. Duration of assistance will depend on each project and will be for a maximum of 5 years and will be generally restricted to the currency of the Five Year Plan. Sanction will however be accorded for a maximum period of three years at a time. Releasing of grants for the project after a year will be subject to fulfillment of prescribed terms and conditions.
- 1.4. In the event of assistance being available from any other source including international organizations like ILO, UNICEF, etc., for taking up the action programme on a multi aided approach total assistance will not exceed the ceiling mentioned in Annexure-1.

2. ELIGIBILITY:

- 2.1. The Organization should be:
 - a. A Society under the Societies Registration Act, 1860, or
 - b. A public trust registered under any law for the time in force, or
 - c. A registered Trade Union, or
 - d. A Charitable Company licensed under Section 25 of the Companies Act, or
 - e. University/Institutions of higher learning.
- 2.2. In case of a voluntary organization
 - a. The organization should be such that its welfare and other programmes relating to child labour and women labour are accessible to the target group without any distinction of caste, religion or language.
 - b. The organization should be in a sound financial position and it should have the capability of executing programmes effectively and smoothly. A minimum annual expenditure on items of recurring nature of the order of Rs. 50,000/- approximately would, interalia, be considered indicate in this respect.
 - c. The organization should preferably have to years of practical experience in the implementation of welfare programmes.

3. TYPE OF ACTIVITIES FOR WHICH FINANCIAL ASSISTANCE MAY BE GIVEN:

WOMEN LABOUR:

- a. Organizing working women and educating them about their rights, duties. Legal aid to working women
- b. Seminars, workshops, etc., aiming at raising the general consciousness of the society about the problems of women labour
- c. Useful and action-oriented research of study regarding problems of women workers and their employment status

4. PROCEDURE:

- 4.1. Organizations desirous of taking up projects for women labour shall their applications (as filled in Form-I) for central assistance to the concerned State Government, a copy of which shall be sent to the Under Secretary (Women Welfare) of the Ministry of Labour. It is expected under the scheme that the State

Government will send their comments about the experience, financial capability and suitability of the organization to the Ministry of Labour within three months, positively.

- 4.2 The proposals shall be examined by a Committee with reference all relevant factors such as eligibility, nature of activity proposed etc. If necessary, the applicant may be called to make suitable modification of the proposal w.r.t. elge, scope, duration, etc. This committee shall be headed by the Joint Secretary, in charge of women labour, Ministry of Labour and would include representatives from the departments of women & Child Development and Education, Government of India and Financial Advisor (Ministry of Labour) or his representatives. The Committee shall meet as often as often as necessary and at least twice, in a year preferably during the months of April and August. The decision of the Committee will be conveyed to the organization to in the form of an offer of Grant-in-Aid in Form-II on receipt of this offer the organization has to submit acceptance in Form-III.
- 4.3. The organizations shall request the Ministry of Labour (in Form-IV & V) directly for release of grant installments from year to year and a copy of this request /application shall be sent to the State Government by registered post. The State Government will evaluate the work of the voluntary organization / agency and will intimate the Ministry of their views from time to time. It is felt by the State Government, that, release of grants is not proper to a particular organization then the State Government shall send their views in this respect to the Ministry of Labour for the consideration of the committee.
- 4.4. The G.I.A. amount for the project shall be released, subject to the terms and conditions mentioned. Renewal is automatic unless specifically terminated on grounds of breach of conditions as prescribes in para 6. The committee referred to para in 5.1 shall have such powers to recommend termination of the Grant-in-Aid after due process.
- 4.5. The sanction order will be issued for the entire approved project duration. Release of funds would be on an annual basis wherein 75% of the amount of assistance would be released as first installment after the receipt of acceptance from the organization and balance 25% after the receipt of the progress reports in Form-VI for 2 quarters.

5. TERMS AND CONDITIONS OF THE GRANT-IN-AID:

- a. Grant-In-Aid shall be used for the purpose for which sanction is given. An Annual certificate shall be furnished by the organization concerned that the grant-in-aid has been utilized for the purpose for which it was sanctioned.
- b. The organization shall submit a progress report in Form-VI after every three months for scrutiny by the Ministry. It would be open to the Ministry to stop further grants-in-aid, if Government sees that the desired objectives are not being achieved or if the conditions or terms of the Government of India are not adhered to.
- c. An officer/authorized representative of the Ministry shall physically check at least once in & Financial year, the work of the organization in so far as at relates to the particular study/project financed by the Ministry.
- d. The accounts of the organization concerned shall be open to audit check by the Comptroller and Auditor General of India or by the representatives from Minister's Internal Audit Division. The accounts shall be open to verification by officers of the Ministry or of State Government at any point of time.
- e. The amount of grant-in-aid released shall be credited to the account of the organization from where the drawl will be by cheque /draft according to the procedure prescribed by General Financial Rules.
- f. An audited statement of accounts (in duplicate) shall be furnished to this Ministry within three months of the expiry of the time period for which grant was released.
- g. A utilization Certificate as per Form General Financial Rule 19 A in respect of the total grant-in-aid paid duly countersigned by a Chartered Accountant shall be furnished to this Ministry within three month of the expiry l of the time period for which grant-in-aid was released.
- h. Before a grant is released; the grantee shall execute a bond with two sureties in favour of the President of India that:
 - I. the grantee will abide by the conditions of the grant by the target dates, if any, specified therein, and
 - II. that will not divert the grants and entrust execution of the scheme or work concerned to another institution(s) or organization(s) and

- III. he shall abide by any other conditions specified in the agreement and in the event of his failing to comply with the conditions or committing breach of the bond, the grantee and the sureties individually and jointly will be liable to refund to the President of India, the entire amount with interest thereon or the sum specified under the bond.
- IV. While obtaining the prescribe bond, where it is necessary, the requirement of furnishing two sureties in addition, need not be insisted on if the grantee organization is a society registered under the Societies Registration Act, 1860, or is a Co-operative Society, or is an organization of standing in whose case such sureties are not considered necessary by the Ministry.
- i. The rate of interest to be charged on the terms of the proceeding condition will be 6% per annum on the amount of grants-in-aid ordered to be refunded;
- j. The release of grants will be subject to the General Financial Rules 1968 as applicable.

ANNEXURE-1

Bonding Norms under grant-in-Aid

Categories of expenses for which Grant-in-Aid will be available
Normal level of ceiling on funding under G.I.A

1	Essential office equipment like office table, chairs, almirahs, etc., on a one time basis.	75% subject to maximum of Rs. 20,000/-
2	All activities and infrastructure approved.	75%
3.	Surveys, studies and related items.	100%

Categories of expenses for which

Grant-In-Aid will not be available:

1. Acquisition of land and building
2. Purchase of vehicle, Computers, electronic typewriters, plant and Machinery, etc.

A. Central Scheme

1. Organizing Women Labour in various industries and other activities:

Under the Seventh Five Year Plan, the Women Labour Section in the Ministry of Labour has been administering a scheme entitled "Financial assistance to voluntary organizations for schemes to benefit women labour". This is a general scheme under which voluntary agencies and non-governmental agencies are encouraged to formulate various kinds of schemes and action-oriented projects for women labour. The amount of assistance given by the Ministry to voluntary agencies, etc., for organizing such programmes to for the benefit of women labour is normally restricted to 75% of the total cost of the project. The remaining 25% of the cost has to be borne by the organization concerned.

Under the above project, assistance is given to voluntary agencies for the following types of activities:

1. For organizing women workers to ensure better wages, working conditions and other benefits and for formulation of formal / informal group such as Co-operative Societies, etc.
2. For organizing seminars, workshops etc., aimed at bringing the problems of the women labour.
3. For organizing useful and action-oriented research regarding problems of women workers and their employment status.

There has been considerable success in the projects relating to organizing women workers under the above scheme. On the basis of the experience so far gained, it is felt that during the Eighth Five Year Plan, an intensive scheme exclusively for organizing unorganized women workers should be taken up. This is an assured and effective way of ensuring that the women workers get their right. Moreover, this is an area which no other department can fund, or take up. The organizing activity envisaged under this scheme will be left to the voluntary organizations as is being done at present. It has been observed that voluntary organizations can play a very positive role in this regard. This has been proved by our experience in projects such as organizing women beedi working in Indoor and Organizing women zari workers in Lucknow, both of which were taken up by the Self Employed Women's Association.

The objective of the present scheme would be to select a few industrial / occupation categories in which large numbers of women work and to concentrate on these categories for taking up organizing of women in different parts of the country. The following areas could be selected:-

- I. Beedi Making
- II. Garment Manufacturers
- III. Agriculture
- IV. Any other employment where large numbers of women are employed as unorganized workers.

In concentrating on a few industries/occupations, the idea is to ensure that in these industries, women works throughout the country got organized. Concentrating on a few industries will bring tangible results. The following steps would be required to be taken:

Identification of the industries /occupations, in which organizing activity in different parts of the country:

- 1) Identification of voluntary organization who will be take up such activity in different parts of the country.
- 2) The individual projects will consist of -
 - a) An initial survey of the conditions of women workers in the specified areas and industry.
 - b) Contract with the women workers through field workers/organizers under the project.
 - c) Camp (at least two per project per year) to raise awareness, etc.
 - d) Registration as a formal organization (trade union, registered society, Co-operative society, etc.)

Each project will run 3-5 years and about 7-10 projects will be taken up in each industry during the Eighth Plan Period. The yearly budget of each project should be within Rs. 70,000/- and will include the cost of survey, camps, salaries, establishment cost, etc. The quantum of assistance from the Government of India would be limited to 75%. During the Eighth Plan Period it is proposed to assist 15 such projects. The total budget requirement for the scheme would thus be Rs. 7,37,500/- (75% of 70,000 x 15) or say Rs. 7,85,000/-. A tentative Budget for the one project is below:

Whom to Contact:

Secretary
Ministry of labour
Shram Shakti Bhawan
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For project preparations CONTACT US

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