

Scheme of Grant-in-aid to Voluntary and other Organizations Working for Scheduled Castes - Revised

1. OBJECTIVES

The prime objective of the scheme is to enhance the reach of development interventions of the Government and fill the gaps in service deficient Scheduled Caste dominant areas, in the sectors such as education, health, vocational training etc., through the efforts of voluntary organizations and other organizations and to provide an environment for socio-economic upliftment and overall development of the Scheduled Castes (SCs). Any other innovative activity having direct impact on the socio-economic development or livelihood generation of SCs may also be considered through voluntary efforts.

2. SCOPE AND ELIGIBILITY

2.1. Assistance under this Scheme will be given to eligible voluntary and other organizations fulfilling the eligibility conditions as laid down in para 2.2.

2.2. In order to be eligible for assistance under this scheme, an organization should have the following characteristics:-

i. It should be

- a. Registered under the Societies Registration Act, 1860 (XXI of 1860) or any relevant Act of the State / Union Territory; or
- b. A public trust registered under the law for the time being in force; or
- c. A charitable company licensed under Section 25 of the Companies Act, 1958; or
- d. Indian Red Cross Society or its branches; and/or
- e. Any other public body or institution having a legal status of its own;
- f. The voluntary organization should have been registered for, at least three years, at the time of applying for grant under the scheme. This can, however, be waived by the Secretary, Ministry of Social Justice and Empowerment, for reasons to be recorded in writing, in exceptional cases.
- g. Number of Scheduled Caste beneficiaries is not less than 60% in cases of voluntary organizations.
- h. Any other organization or training institution of repute, which may be approved by the Secretary, Ministry of Social Justice and Empowerment.
- i. Non-Governmental Organizations (NGOs)/Voluntary Organisations (VOs) must have had a Bank Account maintained and operated in the name of NGO/VOs for the last three years

ii. It is not run for profit to any individual or a body of individuals except in case of training institutions of repute specifically included under 2.2(i) (h).

2.3. In addition to the above eligibility conditions, the following criteria would be kept in view while selecting the new VOs/NGOs:-

- a. Experience of at least two years in the relevant field.
- b. Aptitude and experience in welfare work pertaining to weaker sections.
- c. The location of the Residential & Non-Residential School Projects proposed by the organization should be in:-

- i. Educationally Backward Blocks (EBBs); or
- ii. Service Deficient blocks with 40% SC population; or
- iii. Backward Districts identified by the Planning Commission or
- iv. Integrated Action Plan Districts identified by the Govt. of India.
 - a. the Educationally Backward Blocks (EBBs).
 - b. Financial viability of the organization to contribute its share and ability to continue the work for limited periods in absence of assistance from the Ministry.
 - c. Good reputation and credentials.
 - d. Capability to mobilize community.
 - e. Networking with other institutions for optimum utilization of resources allocated and assets created.

3. TYPE OF ACTIVITIES COVERED

3.1. Assistance under the Scheme is admissible for establishing centres and developing and delivering services, which may equip the Scheduled Castes in general and manual scavengers among them in particular, by upgrading their skills to enable them to start income generating activities either through self-employment or wage employment. Grant-in-aid is mainly given for the following purposes:-

- i. Opening of hostels and residential schools, ITIs, arts and craft centres, or any other income generating scheme;
- ii. Meeting the cost of tuition fees for training in IT at institutions of repute to be selected by Ministry of SJ&E;
- iii. Organizing Balwadies and Bal Kendras i.e. Creches to look after the deprived children of Scheduled Castes;
- iv. Providing medical facilities to Scheduled Castes through establishment of Hospitals or Mobile Dispensaries. For ten-bedded hospital a visiting specialist (paediatrician/gynaecologist) is recommended. The maximum expenditure per month for this purpose will be restricted to Rs. 10,000/- subject to payment of Rs. 1000/- per visit/day;
- v. Creating awareness regarding the Government programmes and facilities providing assistance and guidance in getting various Government facilities like legal-aid, scholarships, loans and various grant etc. and other client services;
- vi. Providing assistance for grievance redressal at appropriate judicial/administrative fora;
- vii. Coaching centres for various entrance examinations and tests and other service related competitive examinations, which are not covered in the Coaching Scheme for SCs & OBCs. Taking up human rights issues, environmental issues and issues related to protection of consumers' rights;
- viii. Training of NGOs in Accounts, Management and how to apply etc;
- ix. All such and related activities which are in harmony with the objectives listed above and
- x. Accountancy for maintenance of Accounts in MGNREGA etc.

Indicative categories of projects for which grants-in-aid may be considered under the scheme is up loaded (There is no upper limit of the beneficiaries in each category of project and it will depend on the demand duly recommended by the State Committee subject to availability of funds. The number of beneficiaries shown in financial norms is only for the calculation purpose).

4. ADMISSIBLE ITEMS

4.1. Assistance under the Scheme is admissible for the following items:

- a. Rent for the building in which the project is being run;
- b. Purchase of furniture;
- c. Purchase of equipment and machinery;
- d. Honorarium to the staff;
- e. Stipend to the students and trainees; Tuition fee chargeable by the institutions approved under 2.2 (i) (b) above;
- f. For students enrolling in courses approved by the Ministry under 3.1 (ii);
- g. Material for use in learning the skills and creating awareness;
- h. Stationery;
- i. Contingencies which include TA/DA and other such expenditure, and
- j. Any other item as may be approved by the Secretary, Ministry of Social Justice and Empowerment.

4.2. The above is not exhaustive but merely an illustrative list of items for which assistance may be provided. It will be open to the Government of India to provide assistance for any other purpose connected with the activities referred to in para 3.1 above.

5. EXTENT OF ASSISTANCE

5.1. The quantum of assistance shall be determined in each case on merit as indicated in para 6.4.

6. NORMS FOR RELEASE OF ASSISTANCE

6.1. For SCs with disability, the grant in aid will be admissible under this scheme for all the items of assistance which are admissible under grant in aid schemes of Disability Development Division for Persons with Disabilities. The eligibility norms of assistance, procedure for inspection and all other details either contained in the various schemes of Disability Development Division or issued by the Ministry of Social Justice and Empowerment from time to time shall be applicable mutandis for providing grant-in-aid for various activities relating to SCs with disabilities.

6.2. The Division will identify reputed and established NGOs which could be asked to set up facilities in those areas where various facilities for SCs have not developed and rural and other inaccessible areas either themselves or in partnership with the NGOs. These NGOs may also undertake the work of training of the NGOs including the new ones.

6.3. NGOs having presence in more than one State and having more than one branch will be eligible to

receive for each of its branches grants for meeting expenditure on administrative overheads involving supervision and monitoring of the performance of its various branches. Each branch can apply separately or under the parent body.

6.4. Procedure for Release of Grant-in-aid & Funding pattern:-

6.4.1. Under the scheme, grants shall be sanctioned in favour of VOs/NGOs subject to prescribed financial norms (Annexure) and terms & conditions as stipulated by this Ministry and revised from time to time. Further, while sanctioning the project and releasing the grant, following norms shall be followed by the Ministry:

- a. For ongoing projects, 90% of the total project cost will be funded by the Government and the rest 10% will be borne by the concerned Organization(s)
- b. In such ongoing cases where the financial assistance to a particular VO/NGO is already being given, the support will continue.
- c. The extent of financial assistance to a VO/NGO for a particular category of project would be limited to the financial norms prescribed for that category of project by the Government and revised from time to time. The honorarium would be revised once in three years with the approval of Finance Advisor and Secretary (SJE) linking it with Consumer Price Index for Industrial Workers for the month of October of the year, preceding the year of revision and will be made effective from April.
- d. The grant shall be sanctioned as per the procedure laid down under General Financial Rules, 2005 as amended from time to time.
- e. The Ministry will issue the sanction order in the name of the President/Secretary and transfer the funds to the bank account of the organization which should be under joint operation of President and Secretary. If the headquarter of the organization is not located at the project site, the funds will be in turn transferred by the organization into a bank account at the project location to be jointly operated by the Secretary and a duly authorized project head within 7 (seven) days from the date of receipt of funds in account. For this purpose, the organization shall open a bank account in the name of organization at the project location also.
- f. The funds will normally be released through electronic transfer directly to the bank account of the organization as referred in sub-para above.
- g. Tentatively allocated funds not utilized by one/more States can be diverted to deserving cases elsewhere, from the third quarter onwards of a particular financial year.

7. APPLICATION

7.1. Procedure for Submission of Application and Time Schedule for the State Government/UT Administration

- a. The organization shall submit the application in the prescribed format (Application-cum-Monitoring Form) as per the procedure and guidelines prescribed by this Ministry for the project (s) mentioned under relevant para of these guidelines.
- b. The applications, in ongoing and new cases, would be submitted by the organization to the Social Welfare Department (or the department responsible for matters relating to Scheduled Castes in the State/UT) preferably in the first quarter of the financial year to which the proposal pertains.
- c. State Government (State Social Welfare Department or the department dealing with scheduled caste matters) after verifying the genuineness of the organization and/or the project at the field level, would place all the proposals before the multidisciplinary "State Grant-in-aid Committee" (hereinafter State Committee) and forward the recommendations of the State Committee to the Ministry of Social Justice and Empowerment by 30th April. The state committee must record reasons for recommending/rejecting the proposals. In case the proposals/recommendations from the State Governments/UTs are not received within a reasonable period, the Ministry may obtain inspection report, from National Scheduled Caste Finance Development Corporation (NSCFDC)/National Safai Karmachari Finance Development Corporation (NSKFDC)/Ambedkar Chairs under Dr. Ambedkar Foundation nearby, or by deputing a suitable officer from the ministry for inspection.
- d. No application will be accepted by the Ministry of Social Justice and Empowerment directly. The application must always be recommended by the State Committee or otherwise as prescribed above.
- e. Any application submitted directly without following the aforesaid procedure, will not be entertained or considered by the Ministry of Social Justice and Empowerment. No correspondence in this regard would be entertained.
- f. State Government/UT Administrations, while forwarding the recommendations of the State Committee and the proposals of VOs/NGOs, would submit following documents as per the given Check List and Time Schedule up loaded on website.

- g. The organization receiving grants from the Ministry shall regularly submit quarterly Progress Report in the months of July (for April to June of a financial year), October (for July to September of the same financial year), January (for October to December of the same financial year) and in April (for January to March of the same financial year) in the prescribed format.

7.2. Constitution and Role of State Committees

- a. Each State Government/UT Administration shall constitute a multidisciplinary State Grant-in-Aid (GIA) Committee, if not already constituted, under the chairpersonship of Principal Secretary/Secretary, State Social Welfare Department.
- b. State Committees would be responsible to examine the project proposals of VOs/NGOs in accordance with the procedure/guidelines as laid down by the Ministry from time to time and on the basis of inspection reports and performance reports furnished by the field functionaries.
- c. While examining the proposals, the State Committee shall take care of the following aspects:
- The location of the Residential & Non-Residential School Projects proposed by the organization should be in:-
Educationally Backward Blocks (EBBs); or
Service Deficient blocks with 40% SC population; or
Backward Districts identified by the Planning Commission; or
Integrated Action Plan Districts identified by the Govt. of India.
 - justification is given for continuation of on-going projects after assessing the impact with supporting data;
 - likely period for which the project will continue or require funding;
 - Residential schools for girls must have female service staff, wardens and adequate security provisions;
 - Establishment of a linkage with Panchayati Raj Institutions, wherever possible for monitoring etc.
 - Preference be given to such new projects which are already running and have established a record of rendering quality services in service deficient areas;
 - For new projects, a minimum benchmark data must be available or collected at the start of the project to objectively assess the impact.
- d. State GIA Committees are also expected to satisfy themselves about the necessity and viability of funding the project, keeping in view its performance by making inspection visits as per the requirements.

8. INSTALMENTS

8.1. In case of the projects already approved, i.e., projects getting grant in aid continuously for the last three years, first instalment to the extent of 75% of the estimated expenditure may be released as soon as possible on receipt of the following documents:-

- An application in the prescribed proforma together with the required documents;
- Utilisation Certificate of the grant last released, in the format prescribed under GFR-19A. Audited/Unaudited accounts for the previous year indicating the expenditure incurred on each sanctioned item vis-a-vis the grant sanctioned;
- Budget Estimates for the financial year for which grant-in-aid is required; and
- Annual Report giving Performance, with statistical data, of the projects during the previous year. In case of new proposal this condition will not be applicable.

8.2. The second instalment will be released on receipt of the audited statement of accounts, together with utilization certificate, and inspection report from the prescribed agency along with recommendation of the Grant-in-Aid Committee of State Government/UT Administration.

8.3. The grant-in-aid shall be released after the grantee organization executes an Agreement Bond in prescribed proforma to the effect that in the event of its failure to abide by any or all the conditions stipulated in the sanction letter it shall be liable to refund with interest thereon the whole or such part of the grant as the Government of India may decide.

9. EXPENDITURE AND ACCOUNTS

9.1. In case of the actual expenditure on the items for which assistance was sanctioned fall below the level at which the grant was determined, the organization shall be liable to refund unutilized portion of the grant to the Government of India or the unutilized portion of grant shall be adjusted against the grant admissible for the subsequent financial year.

9.2. An aided organization must exercise reasonable economy in the expenditure on the approved

items.

10. ACCOUNTS

10.1. An aided organization shall maintain separate accounts of the grants received under this scheme. These shall always be open to check by an officer deputed by the Government of India or State Government. These shall also be open to test check by the Comptroller and Auditor General of India at their discretion.

10.2. An aided organization shall maintain Register of Assets in the proforma prescribed under GFR wherein all assets of permanent value and machinery and equipment having a life of not less than 5 years and costing Rs.10,000 and above (each item) should be entered.

10.3. After the close of the financial year an aided organization will submit audited statement of accounts with utilization certificate for all expenditure incurred.

10.4. An aided organization will also submit to the Ministry of Social Justice and Empowerment a statement in the proforma prescribed under GFR showing the equipment/machinery purchased, with its price, out of the grant-in-aid received.

11. OTHER CONDITIONS

11.1. If an organization has already received or is expected to receive grant-in-aid from some other official sources for the same purpose for which an application is being made under the scheme, an assessment of Central grant-in-aid will normally be made after taking into account grant-in-aid from other such official sources.

11.2. If it is found at a later stage that the organization had withheld or suppressed information regarding the grant-in-aid from other official sources or otherwise had given factually incorrect information, the grant-in-aid of the Government of India may either be cancelled or reduced and the organization may be asked to refund the grant already given with interest thereon.

12. OTHER MISC. CONDITIONS

12.1. No capitation or other similar fees or donation in any form shall be charged from any beneficiary. In case any fee is charged from the beneficiary, it must be shown in the statement of accounts to be furnished to the Ministry/prescribed agency so that the amount so raised could be deducted from the admissible amount of grant-in-aid.

12.2. The location of the Residential & Non-Residential School Projects proposed by the organization should be in:-

- i. Educationally Backward Blocks (EBBs); or
- ii. Service Deficient blocks with 40% SC population; or
- iii. Backward Districts identified by the Planning Commission or
- iv. Integrated Action Plan Districts identified by the Govt. of India.

The District Social Welfare Officer will submit a certificate to this effect along with the inspection report.

12.3. Financial norms for the projects wherever not specified under the Scheme would be decided by the Ministry on case to case basis.

12.4. Financial norms for releasing the grants to the charitable companies licensed under Section 25 of the Company's Act 1958 under the administrative control of M/o Social Justice & Empowerment would be decided on case to case basis.

12.5. Vocational Education projects funded under the Scheme should be linked with employability.

12.6. The girl hostel funded under the scheme should have a woman chowkidar during night.

It is mandatory for NGO/VO to furnish list of beneficiaries indicating therein Aadhar/Voter ID card No. Details like name, address etc. shall be as per Aadhar/Voter ID card issued by Government of India/Election Commission.

Indicative categories of projects for which Grant-in-Aid considered under the Scheme of Grant-in-Aid to Voluntary Organisations working for Schedule Castes

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No.	Sectors	Name of Project
1.	Education	1. Running of Hostel in rented/own building 2. Running of Non-residential School in rented/own building 3. Running/maintenance of Residential school 4. Running/maintenance of Library in rented/own building
2.	Health, Sanitation and Malnutrition	1. Running/maintenance of Ten bedded hospital in rented/own building 2. Mobile Dispensary; Multi-service mobile units
3.	Employment and Livelihood related projects	1. Running/maintenance of Computer Training Centre (30 Trainees) as far as possible to be accredited by DOEACC of Ministry of Information & Technology or any other organization that may be indicated by the Ministry from time to time. 2. Running/maintenance of training centres for employable skills in rented/own building
4.	Other Projects	1. Running/maintenance of balwadi/creche centres (25 children at each centre) in rented/own building

Sector-wise Projects proposed in the revised scheme

1. Residential school
2. Non-residential school
3. Hostel
4. Mobile dispensary
5. Dispensary/10-bedded hospital
6. Centre for training of computers
7. Type and shorthand training centre
8. Craft centre
9. TV, VCR and radio repairing training centre
10. Balwadi/creche centre
11. Printing, composing and bookbinding training
12. Library
13. Commercial Art and Painting
14. Coconut coir making and aggarbatti making training programme
15. Scooter/motorcycle/auto rickshaw/tractor repair training
16. Motor winding and fitter training
17. Training in welding and fitting trades
18. Training in leather art
19. Gem cutting training
20. Training in steel furniture making
21. Training in rural engineering
22. Diesel pump set repair training

23. Spinning and weaving training
24. Electrician training
25. Auto Rickshaw driving training
26. Motor driving training
27. Photography and Videography training
28. Hospitality
29. Mobile repair
30. Maintenance and repair of building
31. Beautician

ANNEXURE

FINANCIAL NORMS/RATES FOR DIFFERENT PROJECTS UNDER THE REVISED SCHEME FROM FINANCIAL YEAR (2014-15) OF GRANT-IN-AID TO VOLUNTARY ORGANISATIONS/NON GOVERNMENTAL ORGANISATIONS WORKING FOR SCHEDULED CASTES

1. RATES FOR RESIDENTIAL SCHOOL (for 100 students)**Amount in Rupees**

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Cooking vessels and utensils	21000 (per 5 years)
2.	Furniture for students	100000 (per 5 years)
3.	Bedding materials	800 (per student per 5 years)
4.	Lab equipment for secondary school	70000(per 5 years)
B.	Recurring Items	(Honorarium/Rent per month)
1.	Principal - Elementary Schools (Class I-VIII)	20000 (Qualification-Graduate with D.Ed. or, B.Ed.)
2.	Principal - Secondary Schools (Class IX-XII)	25000 (Qualification-Post Graduate with B.Ed.)
3.	Warden	6000
4.	Teacher - Elementary Schools (Class I-VIII) - (Teachers-4)	15000 each (Qualification-XII Passed with D.Ed.)
5.	Teacher - Secondary Schools (Class IX-XII) - (Teachers-6)	20000 each (Qualification-Graduate with B.Ed.)
6.	Peon	2400
7.	Cook - 2	3000 each
8.	Watchman	2400
9.	Office Assistant cum Typist	3600
10.	Part Time Doctor	2000
11.	Helper to Cook	2000
12.	Aya	2400

13.	Sweeper	2400
14.	Physical Education Instructor	5000
15.	Music Teacher	5000
16.	Rent	8000*
17.	Diet Charges (per student per month for 10 months only)	1000 Primary 1200 Secondary
18.	Uniform per student per annum (4 set)	2000
19.	Medicine (per annum)	12000
20.	Washing Charges (per student per annum)	300
21.	Books and Stationary (per student per annum)	600 Primary 1000 Secondary
22.	Excursion (per annum)	20000
23.	Conveyance/TA to Staff (per annum)	10000
24.	Water/Electricity charges (per annum)	12000
25.	Contingencies/Office Maintenance (per annum)	20000

S. No.	Particulars	Rates in the Revised Scheme
26.	Cooking Charges (per annum)	30000
27.	Audit Fee (per annum)6000	6000
28.	Sports and Games (per annum)10000	10000

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

2. RATES FOR Non-RESIDENTIAL SCHOOL (for 100 students)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Cooking vessels and utensils	14000 (per 5 years)
2.	Furniture for students	62500 (per 5 years)
3.	Lab equipment for secondary school	70000(Per 5 years)
B.	Recurring Items	(Honorarium/Rent per month)
1.	Head master/Head Mistress (Primary)(Class I to VIII)	20000 p.m. (Qualification Graduate with D.Ed. or B.Ed.)
2.	Head master/Head Mistress (Secondary) (Class IX to XII)	25000 (Qualification-Post Graduate with B.Ed.)
3.	Teacher (Primary-4)	15000 each (Qualification-XII pass with D.Ed.)
4.	Teacher (Secondary-6)	20000 each (Qualification-Graduate with D.Ed.)

5.	Peon	2400	/
6.	Part Time Cook	1600	/
7.	Sweeper-cum-Watchman	2400	/
8.	Office Assistant cum Typist	3600	/
9.	Part Time Doctor	2000	/
10.	Music Teacher	5000	// -
11.	Physical Education Instructor	5000	//
12.	Rent	9000*	
13.	Mid-day meals (per working day per student for 10 months)	10	$10 \times 100 \times 25 \times 10 = 2,50,000$ $10 \times 25 \times 10 =$
14.	Uniform per student per annum (4 sets)	2000	$\times 100 = 200000$
15.	Medicines (per annum)	8000	/
16.	Books and Stationary (per student per annum)	600 - Primary 1000 - Secondary	$600 \times 100 = 60,000$
17.	Excursion (per annum)	20000	/
18.	Conveyance/TA to Staff (per annum)	6000	/
19.	Water/Electricity charges (per annum)	10000	/
20.	Contingencies/Office Maintenance (per annum)	10000	/
21.	Cooking Charges (per annum)	6000	/
22.	Audit Fee (per annum)	6000	/
23.	Sports and Games per annum	6000	/

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3. RATES FOR HOSTEL (for 100 students)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Cooking vessels and utensils	28000 (per 5 years)
2.	Furniture including cots for students	62500 (per 5 years)
3.	Bedding materials	800 (per student per 5 years)
B.	Recurring Items	Honorarium/Rent per month
1.	Warden	6000
2.	Teacher part time - 2	1600 each
3.	Peon cum sweeper	2400
4.	Cook - 2	3000 each
5.	Watchman/Chowkidar *	2400

6.	Office Assistant cum Typist	3600
7.	Part Time Doctor	2000
8.	Helper to Cook	2000
9.	Aya	2400
10.	Rent	8000**
11.	Diet Charges (per student per month for 10 months only)	1000 Primary 1200 Secondary
12.	Uniform per student per annum (4 sets)	2000
13.	Medicine (per annum)	12000
14.	Books and Stationary (per student per annum)	600 - Primary 1000 - Secondary
15.	Excursion (per annum)	10000
16.	Conveyance/TA to Staff (per annum)	10000
17.	Water/Electricity charges (per annum)	8000
18.	Contingencies/Office Maintenance (per annum)	10000
19.	Cooking Charges (per annum)	30000
20.	Audit Fee (per annum)	6000
21.	Sports and Games (per annum)	10000

*The Girl hostel should preferably have a women Chowkidar in the night.

**20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

4. RATES FOR MOBILE DISPENSARY

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Furniture	12500 (per 5 years)
2.	Mobile Van	Maruti Eeco (As per authorised dealer's rate)
3.	Medical Equipment	17500
B.	Recurring Items	Honorarium/Rent per month
1.	Doctor	20000
2.	Compunder/Staff Nurse	6000
3.	Driver of the Van	3600
4.	Office Assistant-cum-Typist	3600
5.	Helper/Cleaner for Van	2400
6.	Fuel Charges (per month)	10000
7.	Drugs (per annum)	120000
8.	Maintenance and repairs of Van (per annum)	40000

9.	Contingencies (per annum)	6000
10.	Advertisement/Publicity (per annum)	5000
11.	Audit Fees (per annum)	6000

5. RATES FOR DISPENSARY/10 BEDDED HOSPITAL

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Furniture	25000 (per 5 years)
2.	Equipment and other accessories	42000
3.	Ambulance	Maruti Eeco (As per Authorised Dealer Rate)
B.	Recurring Items	Honorarium/Rent per month
1.	Doctor (Full Time)-2. In addition a visiting specialist - a Peadiatrician or Gynecologist-may also be engaged. The maximum monthly expenditure would be restricted to Rs.10,000/- per month subject to payment of Rs.1000/- per visit per day.	20000 each
2.	Compunder/Dresser - 2	6000 each
3.	Nurses - 2	6000 each
4.	Wardboy/Watchman	2400
5.	Cook	3000
6.	Helper	2000
7.	Office Superintendent	4400
8.	Clerk cum Accountant	3600
9.	Driver	3600
10.	Rent for Bulidng (per month)	20000*
11.	Drugs for indoor patients (per annum)	240000
12.	Drugs for outdoor patients (per annum)	160000
13.	Diet charges for indoor patients (per day per inmate)	80
14.	Contingencies (per annum)	6000
15.	Electricity and Water Charges (per month)	6000
16.	Conveyance/TA for staff (per annum)	15000
17.	Office Expenses (per annum)	30000
18.	Advertisement/Publicity (per annum)	5000
19.	Audit Fee (per annum)	6000
20.	POL	3000

21.	Cooking Charges (per annum)	30000
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*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

6. RATES FOR CENTRE FOR TRAINING ON COMPUTERS (FOR 30 TRAINEES FOR 6 MONTHS)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Computer Hardware	243000
2.	Software Cost	30000
3.	Installation Cost (site preparation, UPS, AC, Stabilizer Electrical Fittings)	35000
4.	Furniture	12500
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor cum Systems Manager-1	12000
2.	Assistant Instructor Cum Junior Programmer-I	6000
3.	Library, Stationery, CD (per annum)	10000
4.	Miscellaneous Charges (per annum)	10000
5.	Maintenance of Hardware from 2nd year of the purchase@10% (per annum)	24300
6.	Rent for Building (per annum)	50000*
7.	Audit Fee (per annum)	6000
8.	Stipend@Rs. 150 for 30	54000

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7. RATES FOR CENTRE FOR TRAINING IN TYPE & SHORTHAND TRAINING (80 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Typewriter	9500(5)
2.	Furniture	31000
3.	Black Board	1200
4.	Steel Almirah	4200
B.	Recurring Items	Honorarium/Rent per month
1.	Typing Instructor	6000
2.	Shorthand Instructor	6000
3.	Accountant cum Clerk	3600
4.	Chowkidar	2400
5.	Peon cum Sweeper	2400

6.	Rent for Building (per month)	6000*
7.	Electricity and Water Charges (per month)	600
8.	Stipend (per month per student)	200
9.	Stationary and Educational Material (per month)	4000
10.	Contingencies (per annum)	10000
11.	Audit Fee (per annum)	6000
12.	Maintenance of machines (per annum)	2000

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

8. RATES FOR CENTRE FOR CRAFT TRAINING (75 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Sewing Machine (10)	3500 with pedal 2000 without pedal
2.	Embroidery Machine (2)	7500
3.	Handloom Equipment	75000
4.	Furniture	25000
5.	Scissor & T-Scale (25 sets per three year)	225 per set
6.	Black Board	1200
7.	Books/Magazines/Periodicals	3000
8.	Knitting Machines (5)	7000
9.	Knitting Tables (5)	1500
10.	Additional Furniture for Knitting Trade (for 5 years)	2000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructors (2)	6000 each
2.	Knitting Instructor	6000
3.	Clerk Cum Accountant	3600
4.	Peon Cum Sweeper	2400
5.	Watchman	2400 each
6.	Rent for Building (per month)	6000* Class I city/Capital Cities 5000* other Areas
7.	Stipend per month per trainee	200
8.	Training Material per month per trainee	300 cutting, tailoring & embroidery. 400 cutting, tailoring, embroidery & knitting
9.	Contingencies (per annum)	10000 each
10.	Maintenance/repair (per machine per month)	80

11.	Audit Fee (per annum)	6000
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*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

9. RATES FOR CENTRE FOR T. V. & RADIO REPAIR TRAINING (40 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Portable Black & White TV	3000 (2)
2.	Colour TV	14000
3.	Radio	600 (2)
4.	Tape Recorder	1400
5.	Tool & Equipment	14000
6.	Furniture	12500
7.	Books on the Subject	15000
8.	Black Board	1200 (2)
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor	6000
2.	Clerk cum Accountant	3600
3.	Peon cum Sweeper	2400
4.	Watchman (Night)	2400
5.	Rent for Building (per month)	4000*
6.	Stipend (per month per student)	200
7.	Contingencies (per annum)	10000
8.	Audit Fee (per annum)	6000
9.	Training Material	200 p.s. p.m.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

10. RATES FOR CENTRE FOR BALWADI/CRECHE CENTRE (25 CHILDREN)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Furniture	6,250
B.	Recurring Items	Honorarium/Rent per month
1.	Bal Sevika - 1	3000
2.	Helper - 1	2000
3.	Coordinator/Supervisor Accountant - 1	3600
4.	Part time Doctor - 1	2000

5.	Medicines (per month)	800
6.	Mid Day meal (per working day per child for 25 days)	10
7.	Rent for building (per month)	2000*
8.	Water and Electricity charges (per annum)	4000
9.	Contingencies (per annum)	2000
10.	Audit fee	6000

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

11. RATES FOR CENTRE FOR PRINTING, COMPOSING AND BOOK BINDING (60 CHILDREN)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Paper Printing Machine	75000
2.	Paper Cutting Machine	37500
3.	Stitching Machine	9000
4.	Peforating Machine	3000
5.	Dab Press	3750
6.	Proof Press	1500
7.	Imposing Stone	3000
8.	Spacing & other Materials of non-recurring nature	30000
9.	Furniture and Fixture (for 5 years)	15000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructors - 2	6000 each
2.	Clerk cum Accountant - 1	3600
3.	Peon cum Sweeper - 1	2400
4.	Watchman (night) - 1	2400
5.	Rent for building (per month) if the NGO is having its own building maintenance charges @10% of the admissible rent.	5000*
6.	Training Material (per annum)	20000
7.	Contingencies (per annum)	10000
8.	Stipend (per student per month)	200
9.	Audit fee (per annum)	6000

NOTE: In case of offset printing, grant for only recurring items listed above will be given.

*20% Additional financial assistance shall be admissible to the projects located in the

12. RATES FOR CENTRE FOR LIBRARY

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	furniture (for 5 years)	100000
B.	Recurring Items	Honorarium/Rent per month
1.	Librarian - 1	4000
2.	Peon cum Attendant - 1	2400
3.	Accountant cum Typist - 1	3600
4.	Rent for building (per month)	6000*
5.	Water and Electricity charges (per annum)	6000
6.	Newspaper/magazines (per month)	1400
7.	Library maintenance and Contingency (per annum)	5000
8.	Audit Fee (per annum)	6000
9.	Books (per annum)	10000

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

13. RATES FOR CENTRE FOR COMMERCIAL ARTS & PAINTING (50 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Wooden frame with tin Plate of different size - 50	600 each (for 5 years)
2.	Drawing tables/Boards/Stand and Black Board	18500 (for 5 years)
3.	Other furniture and Fixtures	18500 (for 5 years)
4.	Water drums, mugs, glass etc.	1,600
4.	Water drums, mugs, glass etc.	1,600
5.	Brush, Tuli, Water pot, colour pot, Saw, Blade, matul, etc.	12,000
B.	Recurring Items	Honorarium/Rent per month
1.	Supervisor/Programme Coordinator - 1	6000
2.	Instructor - 1	6000
3.	Clerk cum Accountant - 1	3600
4.	Peon cum Sweeper - 1	2400
5.	Watchman (night) - 1	2400
6.	Stipend (per student per month)	200
7.	Rent for building (per month)	4000*

8.	Training material (per trainee per month)	400
9.	Contingencies (per annum)	10000
10.	Audit Fee (per annum)	6000

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

14. RATES FOR COCONUT COIR MAKING AND AGARBATTI MAKING TRAINING PROGRAMME (60 TRAINEES) (30 IN EACH TRADE)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Coir fibre spinning charkha 15 kg. Capacity 3 sets	2500 per set
2.	Matloom with Accessories - 1	24000
3.	Doormat frames - 1	2000
4.	Dutchmat frame - 1	11000
5.	Pressing device heavy type - 1	15000
6.	Meshmat frames - 6	600
7.	Brushmat frames - 3	600
8.	Sinnetmat table - 1	750
9.	Needle, cutting Plier, Wrentch, Hammer and other accessories	4200
10.	Brass container for dying	4200
11.	Furniture and Fixtures	12500 (for 5 years)
12.	Wooden desks, planks, spoons, measuring glasses, stove, aluminium vessels, thalis other furniture's for agarbatti making	25000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 2	6000 each
2.	Clerk cum Accountant - 1	3600
3.	Peon cum Sweeper - 1	2400
4.	Watchman - 1	2400
5.	Training material for coir craft**	3000 p.m.
6.	Training material for Agarbattimaking**	3000 p.m.
7.	Packing material for Agarbatti	300 p.m.
8.	Stipend	200 p.tr. p.m.
9.	Rent for building	4000* p.m.
10.	Contingencies	12000 p.a.
11.	Audit Fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

15. RATES FOR SCOOTER/MOTOR CYCLE/AUTO RICKSHAW REPAIR TRAINING (50 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Scooter 2nd hand - 1	12000
2.	Motorcycle 2nd hand - 1	20000
3.	Auto rickshaw 2nd hand - 1	50000
4.	Tools and spares	35000
5.	Furniture and Fixtures (for 5 years)	9000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum Accountant - 1	3600
3.	Peon cum Sweeper - 1	2400
4.	Watchman - 1	2400
5.	Rent for building (per month)	4000*
6.	Training material (per month)	3000
7.	Contingencies (per annum)	10000
8.	Stipend (per trainee per month)	200
9.	Audit Fee (per annum)	6000

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

16. RATES FOR MOTOR WINDING & FITTING TRAINING (25 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Stabilizers including voltage stabilizer, fans elec. Motors (old)	50000
2.	Tools kit	14000
3.	Electric wires etc.	22000
4.	Furniture (for 5 years)	5000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum Accountant - 1 (part time)	1000
3.	Peon cum Sweeper - 1	2400

4.	Rent for building (per month)	2000*
5.	Stipend	200 p.tr. p.m.
6.	Training material**	400 p.tr. p.m.
7.	Contingencies	5000 p.a.
8.	Audit Fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

17. RATES FOR TRAINING IN WELDING AND FITTER (40 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Machinery, tools and accessories for welding and fitter trade	112000
2.	Furniture and fixture (for 5 years)	25000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructors - 3	6000 each
2.	Clerk cum Accountant - 1 (part time)	1000
3.	Peon cum Sweeper - 1	2400
4.	Rent for building (per month)	3000*
5.	Stipend	200 p.tr. p.m.
6.	Training material**	6000 p.m.
7.	Contingencies	8000 p.a.
8.	Audit Fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

18. RATES FOR LEATHER ART (25 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Leather sewing machine - 2 (per set)	14000
2.	Furniture (for 5 years)	6250
3.	Tools & equipments	7000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	4000
2.	Clerk cum Accountant - 1 (part time)	1000

3.	Peon cum Sweeper - 1	2400
4.	Rent for building (per month)	3000*
5.	Stipend	200 p.tr. p.m.
6.	Training material**	4000 p.m.
7.	Contingencies	6000 p.a.
8.	Audit fee	6000 p.a.

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**Sale proceeds of previous years to be taken into account while calculating admissible grant.

19. RATES FOR GEM CUTTING TRAINING (40 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Machine - 10	22000
2.	Furniture (for 5 years)	6250
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum Accountant - 1 (part time)	1000
3.	Peon cum Sweeper - 1	2400
4.	Rent for building (per month)	3000*
5.	Stipend	200 p.tr. p.m.
6.	Traing material**	3000 p.m.
7.	Audit fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

20. RATES FOR TRAINING IN STEEL FURNITURE MAKING (30 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Folding press for almirah making	25000
2.	Berma dye set, hammer, folding and other tools	35000
3.	Furniture (for 5 years)	2500
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum Accountant - 1	3600
3.	Peon cum Sweeper - 1	2400

4.	Rent for building (per month)	3000*
5.	Stipend	200 p.tr. p.m.
6.	Traing material**	400 p.tr. p.m.
7.	Contingencies	6000 p.a.
8.	Audit fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

21. RATES FOR TRAINING IN RURAL ENGINEERING (30 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Machine and equipment	70000
2.	Tools and other accessories	14000
3.	Furniture (for 5 years)	2500
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum Accountant - 1 (part time)	1000
3.	Peon cum Sweeper - 1	2400
4.	Stipend	200 p.tr. p.m.
5.	Traing material**	400 p.tr. p.m.
6.	Contingencies	6000 p.a.
7.	Audit fee	6000 p.a.

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

22. RATES FOR DIESEL PUMP SET REPAIR TRAINING (25 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Diesel pump set 8 HP - 1	10000
2.	Tool kits, spare parts etc.	7000
3.	Furniture (for 5 years)	3100
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum Accountant - 1 (part time)	1000
3.	Peon cum Sweeper - 1	2400
4.	Rent for building (per month)	3000*
5.	Stipend	200 p.tr. p.m.

6.	Traing material**	2000 p.m.
7.	Audit fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

23. RATES FOR SPINNING AND WEAVING TRAINING (30 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Machine - 6	7000 each
2.	Furniture (for 5 years)	2500
3.	Tools and equipment	7000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum accountant - 1	3600
3.	Peon cum sweeper - 1	2400
4.	Rent for building (per month)	3000*
5.	Stipend	200 p.tr. p.m.
6.	Raw material	3000 p.m.
7.	Contingencies	8000 p.a.
8.	Audit fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

24. RATES FOR ELECTRICIAN TRAINING (30 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Tools and equipments	14000
2.	Furniture and fixture (for 5 years)	2500
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum accountant - 1 (part time)	1000
3.	Peon cum sweeper - 1	2400
4.	Rent for building (per month)	3000*
5.	Stipend	200 p.tr. p.m.
6.	Training material**	3000 p.m.
7.	Contingencies	6000 p.a.

8.	Audit fee	6000 p.a.
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*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

25. RATES FOR AUTO RICKSHAW DRIVING TRAINING (30 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Auto Rickshaw - second hand (2)	60000 each
2.	Furniture (for 5 years)	2500
3.	Tools and equipments	14000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructor - 1	6000
2.	Clerk cum accountant - 1	3600 p.m.
3.	Peon cum sweeper - 1	2400
4.	Watchman - 1	2400
5.	Rent for building (per month)	4000*
6.	Stipend	200 p.tr. p.m.
7.	Training material**	3000 p.m.
8.	Contingencies	10000 p.a.
9.	Audit fee	6000 p.a.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

**Sale proceeds of previous years to be taken into account while calculating admissible grant.

26. RATES FOR MOTOR DRIVING TRAINING (30 TRAINEES)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Light vehicle (Car) second hand - 1	75000
2.	Heavy vehicle (Truck/Bus)	300000
3.	Furniture (for 5 years)	2500
4.	Tools and equipments	14000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructors - 2	6000 each
2.	Clerk cum accountant - 1 (part time)	1000
3.	Peon cum sweeper - 1	2400
4.	Watchman - 1	2400

5.	Rent	3000* p.m.
6.	Stipend	200 p.tr. p.m.
7.	Training material (including petrol/diesel	6000 p.m.
8.	Contingencies	6000 p.m.
9.	Audit fee	6000 p.m.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

27. RATES FOR PHOTOGRAPHY AND VIDEOGRAPHY TRAINING (30 TRAINEES FOR EACH TRADE)

Amount in Rupees

S. No.	Particulars	Rates in the Revised Scheme
A.	Non-Recurring Items	
1.	Camera and Flash Gun with stand-3 for photography training	10000 per set
2.	Dark room equipment and material for photography training	10000
3.	Camera for videography training	40000 or, as per authorised dealer's rate (whichever is less)
4.	Computer with compatible software of videography	50000 or, as per authorised dealer's rate (whichever is less)
5.	Furniture and fixture (for 5 years)	6250
6.	Tools and equipments	14000
B.	Recurring Items	Honorarium/Rent per month
1.	Instructors - 1 (Photography)	6000
2.	Instructors - 1 (Videography)	6000
3.	Clerk cum accountant - 1 (part time)	1000
4.	Peon cum sweeper - 1	2400
5.	Watchman - 1	2400
6.	Rent	3000* p.m.
7.	Stipend	200 p.tr. p.m.
8.	Training material	6000 p.m.
9.	Contingencies	6000 p.m.
10.	Audit fee	6000 p.m.

*20% Additional financial assistance shall be admissible to the projects located in the Cosmopolitan Cities (Delhi, Kolkata, Mumbai, Chennai)

Course	Duration/No. of Trainees in a batch	Propose Course Fee (Rs)/per student	Proposed Stipend (p.m.) per student
28. Hospitality	8 Weeks/ 30 Trainees	7200/-	200

29. Mob. Repair	6 Months/ 30 Trainees	6000/-	200
30. Maintenance of repair of building	3 Months/ 30 Trainees	4800/-	200
31. Beautician	6 Months/ 30 Trainees 30 Trainees	6000/-	200

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