

क्यापालय लला कयकम अलकाली, मलला एवु बाल वलकस वलमग,  
 लला-बलरामपुर-रामानुजगुज (खगग)

प्रस वलकाल

भारत सरकार द्वारा 1972-73 से शहरों, कस्बों एवं ग्रामीण क्षेत्रों में कामकाजी महिलाओं को आवासीय हॉस्टल सुविधा उपलब्ध कराने भारत मवन नलमग हेतु अनुदान सहयोग योजना का कलान्वयन कलया गया है। कामकाजी महिला का मुख्य उद्देश्य व्यवसायलक प्रलबद्धताओं के कारण अपन परिवार से दूर रहने वाले कामकाजी महिलाओं ललसमें अकली, वलधवा ललाकशुदा परलक्यकता एवु शाली शुदा परल्यु अपन पलल से दूर रहली हो तथा मां के साथ 18 वर्ष तक की लडकी एवु 05 वर्ष तक के लडके रह सकते हैं, के ललये सुरक्षलत और कलकयली आवास की उपलब्धता को बढावा देना है। ललंबद्ध में कामकाजी महिला आवास गृह (खानावास) योजना के रूप में राखी एवु कलान्वयन के माध्यम से संचाललत कलया जाना है। ललसमें कन्दाश, राख्यश एवु कलान्वयन एलसी कलान्वयन अर्नुदान 60:15:25 का हलगा इस हेतु बलरामपुर ललले अंतगत स्वयं सेवी संस्था/संगठन /एलसी से ललनांक 28/09/2017 तक समय साथ 5.30 बने तक कलकयललय ललला कयकम अलकाली, मलला एवु बाल वलकस वलमग बलरामपुर में आवदन प्ररुत कर सकते है। संपूर्ण जानकाली के ललये कलकयललयन सूरचना पटल एवु बलरामपुर ललले के बसस्टैंड [www.balrampur.gov.in](http://www.balrampur.gov.in) में देखा जा सकला है।

प्रु कमाक / 1670 / मगाल / नगालबहान / 2017-18  
 प्रललललः -  
 लला कयकम अलकाली  
 मलला एवु बाल वलकस वलमग  
 बलरामपुर-रामानुजगुज (खगग)  
 बलरामपुर, ललनांक...13/09/17

1. आर्यत संचालनलय मलला एवु बाल वलकस वलमग रायपुर की और सूरचनाएँ।
2. कलेक्टर लला बलरामपुर-रामानुजगुज की सादर सूरचनाएँ।
3. लला जनसंपर्क अलकाली बलरामपुर की सूरचनाएँ कर लेख है कल उक्त सूरचना बलरामपुर ललले की कलन्ही पांच स्थानीय समाचार पत्रों में ललःशुक्तक प्रकलललत करना सुनललललत करे।
4. लला वलकान एवु सूरचना अलकाली बलरामपुर की और सूरचनाएँ कर लेख है कल उक्त वलकान वलकान बलरामपुर ललले के बसस्टैंड में अपलोड करने का कष्ट करे।

लला कयकम अलकाली  
 मलला एवु बाल वलकस वलमग  
 लला बलरामपुर-रामानुजगुज (खगग)  
 13/9/17

Application for Grant in Aid under the Scheme for Working Women Hostel  
(for hostel accommodation in rented buildings)

From: \_\_\_\_\_

Pin Code : \_\_\_\_\_

To, \_\_\_\_\_

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

Subject: Grant in aid for hostel accommodation for working women in rented building  
and other facilities under the Scheme of Working Women Hostel

Sir,

I submit herewith an application for grant under the Scheme of Assistance for working women hostel for hostel accommodation for working women in rented building and facilities for working women. 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 used for working women as per the guidelines laid down in the scheme;
- (b) 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. If the organisation ceases to exist at any time, such properties shall revert to Government of India;
- (c) 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.
- (d) 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.

- (e) The organisation shall exercise reasonable economy in expenditure on running, furnishing and maintenance of the hostel building;
- (f) 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.

Encl: Application

Yours faithfully,

(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: \_\_\_\_\_

13. Whether the organisation has been blacklisted ever by any authority? If yes, detail there of -----

Part-II-Organisation's Capability

14. Background of the Organisation (Nature of activities)

15. Has the organisation constructed/run a 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

19. Details of location of the proposed rented building

Plot No./ Survey No.

Area

Road

Location

Block

District

State

Pin code

20. Capacity of the proposed Hostel:-

Working Women: Number of working women  
Day care centre: Number of children

21. Details of the proposed rented hostel building (copy of the site plan, building plan certified by registered architect or any other government authority clearly indicating the Total Plinth Area/ Covered Area)

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				

22. The rent of the building as per approved by competent authority : Rs.----- per annum  
(Please attach the certificate of the competent authority/ copy of intention of rent deed)

23. Condition of the proposed building is required to be certified by competent authority .

24. Expenditure details-

(a) Amount of grant required from Govt. Of India

(b) Amount proposed to be provided by the organisation:

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

26. Whether the organisation has adequate personnel to look after the working women in the hostel? If so, indicate details including the number of cooks/ wardens/ security/ housekeeping etc

Part-IV-Justification for the proposal

27. Population of the Town/ Block/ District where the hostel is proposed to be taken on rental accommodation :

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

29. List of documents enclosed:

- (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 financial estimates of the hostel building, giving items-wise details of recurring and non-recurring expenditure

(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 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 or any other government authority.

(j) Intention of Rent Deed while submitting the application. Fresh rent to be submitted after approval of the project by the Ministry before the release of fund.

(k) List of additional papers, if any:

(l) Additional Information, if any: