

GOVERNMENT OF ODISHA
ODIA LANGUAGE, LITERATURE & CULTURE DEPARTMENT

ADVERTISEMENT

GRANTS FOR PROMOTION AND PROPAGATION OF ODIA CULTURE IN BORDERING STATES

Applications are invited from the Registered Odia Cultural Organizations functioning in Border Areas of neighbouring States of Odisha in the prescribed form for sanction of financial assistance in their favour for promotion and propagation of Odia Culture in their States. The application complete in all respect with required documents should reach the undersigned by 30.06.2018. As per Govt. decision the registered Odia Cultural Organizations shall submit agreement, undertaking & utilization certificate of last year's grant along with the application form.

Please visit the website www.odishaculture.gov.in to download sample copies of the bank authorization letter, agreement, undertaking and utilization certificate etc.

Sd/-

(Shri Bijaya Kumar Nayak, IAS)

**Director, Odia Language, Literature & Culture
and Addl. Secy. to Govt.
Sanskriti Bhawan, State Museum Campus
Bhubaneswar-14**

**APPLICATION FOR GRANTS TO ODIA CULTURAL ORGANISATIONS IN BORDER AREAS
FOR THE FY 2018-19**

1. Name of the Institution:
2. Complete Address with Mobile No. & e-Mail address:
3. Purpose for which the grant is sought for (a brief description) alongwith detailed budget estimation:

Signature of Principal Executive with Official Seal

Documents to be attached along with Application Form

- i. A copy of the Registration Certificate of the Organization.
- ii. A Copy of the Constitution / By Law of the Organization.
- iii. List of the Office Bearers with their complete address.
- iv. Copy of the Activities Report and Audit Reports of the Organization for last 3 years.
- v. A Copy of the Annual Report of the last year.
- vi. A brief report about the grants received from various Govt. organizations including this Deptt. during last 3 years.
- vii. A Bank Authorization Letter issued from the concerned Branch Manager bearing the Bank Account details of the organization as per Annexure- "A".
- viii. An agreement (in prescribed form) on Non-judicial stamp paper worth Rs. 10/-.
- ix. An undertaking (in prescribed form) on a plain paper.
- x. Utilization certificate (in prescribed form) in duplicates in respect of the grant received from this Deptt. during last year.
- xi. Name of PIO, Asst. PIO & 1st Appellate Authority of the institution as per RTI Act., 2005.

BANK AUTHORIZATION LETTER

I _____ (name of the beneficiary) would like to receive the financial assistance disbursed by the Odia Language, Literature & Culture Department, Government of Odisha on

Payee's Particulars	Details (to be furnished correctly)
Name of payee / organization as in Bank Account	
Address	
Pin Code	
District & State	
Telephone Number with STD Code	
Mobile Number	
e-mail Address	
Aadhaar Number (linked with Bank Account)	
PAN Number (in favour of the Organization)	
Bank's Details	Details (to be furnished correctly)
Name of the Bank	
Bank Branch (Full address and Telephone Number)	
Bank Account Number (Must be Aadhaar seeded)	
Account Type	
Mode of Electronic Transfer available ECS/RTGS/NEFT	
IFSC Code	
MICR Code	

behalf of my Organization electronically into my Bank Account, details of which are given below:-

Signature of beneficiary (in blue ink) _____

Name of beneficiary _____

Name of Organization to which associated _____

Date _____

Confirmation of insertion / linking of Aadhaar number with Bank Account

It is certified that:-

- (i) Account number and IFSC / MICR Codes have been verified by me and are correctly recorded above.
- (ii) The Account number of aforesaid account holder with branch of Bank indicated above has been linked with above-mentioned Aadhaar Number and mobile number.

Signature of Manager / Bank's authorized official
of the Bank branch maintaining the Account (in blue ink)

Date _____

(Seal)

AGREEMENT FORM

(Rule 15 & 22)

An agreement made on the day of between the Governor of Odisha (here-in-after called the Governor) of the one part and the Culture Society, a Society registered under the Societies Registration Act, 1860 (here-in-after called the Society) represented by the Secretary, , S/o , Village- , Post.- , Dist.- aged years of the other part.

Whereas the Society has made an application to the Govt. of Odisha (here-in-after called the State Govt.) for a grant of Rs. /- (Rupees) only for the purpose of

And whereas the State Government after considering the application granted Rs. /- (Rupees) only for the purpose of

NOW IT IS AGREED AS FOLLOWS: -

- (i) The amount of the grant sanctioned aforesaid shall be specifically utilized for the above purpose fully on or before 31st March, 2019 and certificate of utilization shall be submitted to the Director, Odia Language, Literature & Culture alongwith accounts duly certified either by the Departmental auditor or by a Chartered Accountant within three months thereafter.
- (ii) The Cultural Institution aforesaid shall send intimation to the Director, Odia Language, Literature & Culture about the date of encashment of the bill of grant-in-aid together with Treasury/Sub-Treasury Voucher number and date immediately after encashment of the bill.
- (iii) The Cultural Institution aforesaid shall refund the amount of grant-in-aid in full or the unspent balance thereof in accordance with the directions of the Director, Odia Language, Literature & Culture after expiry of the date specified in Clauses (i) above.
- (iv) The grant sanctioned aforesaid shall be utilized for the purpose for which it is sanctioned and no diversion shall be made by the cultural institution aforesaid without prior approval of Government.
- (v) The Cultural Institution aforesaid shall render all facilities for causing audit of its accounts by the Director, Odia Language, Literature & Culture for the purpose for ensuring that the grant has been utilized properly for the purpose for which it is sanctioned.
- (vi) The assets created wholly or substantially out of the grant aforesaid by the grantee institution shall not be disposed of or encumbered or utilized for the purpose other than that for which the grant is sanctioned without prior consent of Government.
- (vii) The Register and documents connected with receipt, expenditure and utilization of the grant sanctioned aforesaid shall be opened to inspection of the Director, Odia Language, Literature & Culture or other Officer authorized by him.
- (viii) The Cultural Institution aforesaid shall ensure that the building equipment/furniture acquired with the grant sanctioned aforesaid is/are kept in good repair.
- (ix) The Cultural Institution aforesaid shall maintain complete accounts in respect of the grant sanctioned and matching contributions attached to it and also a register showing the permanent and Semi-permanent assets acquired wholly or substantially out of the said grant.

2. In case the amount due for refund under Clause (iii) above is not refunded within the period stipulated therein. It shall be recoverable as a public demand Recovery Act, 1962 (Odisha Act-I of 1963).

In Witness whereof the parties hereto have executed that against on the dates specified under their respective signatures.

IN THE PRESENCE OF WITNESSES:
WITH FULL ADDRESS WITH DATE: -

1.

Signature of acting in
the premises
For and on behalf of the Governor of Odisha

2.

Signature of the Secretary & Principal
Executive of (Seal)

UNDERTAKING
FORM NO. II
(Rule 15 & 22)

I, s/o having been elected by the *General Council/Governing Body* of (herein after called the *Cultural Institution*) as the *Secretary and Principal Executive* of the aforesaid *Cultural Institution* under its constitution to execute financial transactions and contracts on behalf of the said cultural institution hereby accept on behalf of the said cultural institution the grant-in-aid of Rs. (Rupees) only sanctioned by *Government of Odisha* in *Odia Language, Literature & Culture Department* Letter No., dated for the purpose of on the conditions laid down in the said letter and under the conditions stipulated in the grant-in-aid (*Cultural Institution*) Rules 1986 (hereinafter called the *Rules*) and in consideration of such grants. I hereby individually and also with the intent of binding my successors in the office of the said cultural institution shall be bound by the following terms and conditions laid down in the aforesaid letter of *Government* and in the aforesaid mentioned rules namely 2 (i) I further hereby undertake that if the said grant of Rs. is not utilized for the purpose for which it is sanctioned or a portion of the grant remains unspent, it shall be refundable within the period of contemplated in clauses (i) and (ii) aforesaid (Rules 17 and 19) of the above cited rules) in case the amount due for refund under this installment is not refunded within the period stipulated therein. I on behalf of the said cultural institution hereby agree that the said amount refundable under the rules shall be recoverable as a *Public Demand* under the provision of the *Orissa Public Demand Recovery Act, 1952 (Orissa Act 1 of 1963)*. In witness thereof I on behalf of the said cultural institution sign this agreement of the date specified under the signature.

IN THE PRESENCE OF WITNESSES:
WITH FULL ADDRESS WITH DATE: -

- 1.
- 2.

Signature of the *Secretary*
Principal Executive of
(Seal)

(See Rule 172)
FORM O.G.F.R. 7A
FORM OF UTILISATION CERTIFICATE FOR THE YEAR

I hereby certify that the grant placed at my disposal at the disposal of
. in the year and the amounts available for expenditure during the said year are
as follows :

- I. (a) Unspent balance to end of the year - Rs.
 - (b) Grant received during the year - Rs.
 - (c) A.G.'s Authority No.
T.V. No. dated
 - (d) G.O. No. /OLLC, dated
& designation of the sanctioning authority.
- II. Expenditure during the year
- (a) Out of unspent balance in 1 (a) above - Rs.
 - (b) Out of the grant referred to (b) - Rs.
- Total - Rs.**
- III. Unspent balance to end of the year - Rs.

2. I further certify that the Expenditure of Rs. shown an expenditure in
the year has been expended solely for under my
charge within the jurisdiction of and for no other purpose and that
the sum of Rs. /- (Rupees) only shown as balance at the
end of the year is available for expenditure and no part of it has been diverted
to other purpose. The amount of Rs. /- has been fully spent by

3. I further certify that a list of works on which the expenditure of Rs. has
been incurred and the amount on each has been prepared and is maintained in by office/in
office of the

Signature of the grantee
Designation

Countersigned