

1. CRITERIA FOR PROVIDING ASSISTANCE TO NGOS AND VAS.


- (i) The NGOs and VAS should be duly registered under the Societies Registration. *
- (ii) The Normal and permanent headquarters, office address and the names and particulars of office bearers should be intimated in writing to VAU
- (iii) The accounts and finances of NGOs/VAS must be audited by qualified auditors and copy of audited statement of accounts should be furnished to the VAU alongwith Annual reports.
- (iv) NGOs/VAS may be provided assistance for organising training programmes, workshop and seminars.
- (v) No assistance shall be provided for meeting the pay and allowance or other regular remuneration of any office bearer or worker of voluntary Agency/NGO.

2. PROCEDURE FOR SANCTIONING ASSISTANCE:

The proposal from eligible Voluntary Agencies/NGOs, shall be examined by the Voluntary Action Unit and these would be placed before and Empowered Committee consisting of:-

- (i) Principal Secretary/Commissioner & Secretary/Joint Secretary, Planning Department
- (ii) Secretary/Additional Secretary/Joint Secretary, Finance Department.
- (iii) An expert/Representative of the Government Department mainly concerned with the subject matter or area of interest of the Voluntary Agency/NGO, if considered essential.
- (iv) The officer-in-charge of the Voluntary Action Unit will conduct initial scrutiny of all proposals and place them before the screening committee. With the approval of the Empowered Committee, funds will be released to Voluntary Agencies/NGOs after they have been approved for sanction in two instalments. The first instalment shall be 60 percent and the second instalment 40 percent.

3. Assistance shall be sanctioned to VAs/NGOs to the extent of Rs. 1.00 lakhs per schemes, based on the merit of each case.
4. The Voluntary Agency/NGO shall furnish a Utilisation Certificate to the Voluntary Action Unit of Planning Department in the format prescribed for this purpose and maintain detailed accounts for scrutiny. The release of the second instalment of 40 percent shall be considered only after full utilisation of the first instalment of 60 percent.
5. For conducting of training and seminar, the NGOs/VAs may be considered for making provisions for providing working lunch and also for providing light tea and snacks only, to the participants including organisers and resource persons, on the condition that such light tea and snacks should not be more than twice a day, preferably, one in the forenoon and another in the afternoon. Besides these no other provision for food items will be allowed.


(M.B. Lyngdoh)
Member Secretary,
Voluntary Action Fund,
Planning Department
Government of Meghalaya.

* As per decision taken
in the letter Pat of 2007-08,
all graded STAs are eligible to
seek assistance for the fund.

GOVERNMENT OF MEGHALAYA
PLANNING DEPARTMENT

NO.PLR.14/45/286,

Dated Shillong the 12th October, 1999.

OFFICE MEMORANDUM


Subject : Guidelines for involvement of VAs and NGOs in development activities and criteria for providing assistance to Vas and NGOs.

In view of resource constraint and other factors, the State Govt. after careful consideration, have decided to suspend temporarily with immediate effect and until further orders, the extension of financial assistance to the Voluntary Agencies (Vas/Non-Governmental Organisations (NGOs) from the Voluntary Action Fund of Planning Department in respect of all schemes/Projects proposed to be taken up by them except in the case of the activities as indicated below :-

1. Short term group trainings.
2. Short-term group seminars/workshops

Other terms and conditions relating to the eligibilities or otherwise of the Vas/NGOs as laid down in the guidelines issued vide this Dept's No. PLR.14/95/180 dt. 19-8-97 (Copy enclosed) remains the same.

This supersedes all previous orders issued by this Department in this regard.


(M.B. Lyngdoh)

Special officer & Ex-Officio
Deputy Secretary to the Govt. of Meghalaya,
Planning Department.

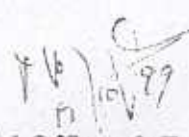
Memo No.PLR.14/45/286-A,

Dated Shillong the 12th October, 1999.

Copy forwarded to :-

1. Joint Secretary to the Govt. of Meghalaya, Finance (EA) Deptt. For information.
2. Under Secretary to the Govt. of Meghalaya, Finance (EC-I) Deptt. For information.
3. All DPO's for information and necessary action.
4. Financial Adviser, Planning Department for information and necessary action.

By order etc.,


Special Officer & Ex-Officio
Deputy Secretary to the Govt. of Meghalaya,
Planning Department