

File No. 13(9)/2021-22/NCW (PMR)

National Commission for Women
Plot No. 21, Jasola Institutional Area
New Delhi-110025

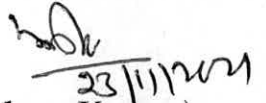
Date: 23/11/2021

Public Notice

Invitation for Proposals for conducting Seminars for the financial year 2021-22

As a part of Azadi ka Amrit Mahotsav Celebrations & in the observance of Martyr's Day: Death Anniversary of Mahatma Gandhi i.e. 30th January, National Commission for Women invites online proposals for providing financial assistance for conducting seminars on "Identification of Abusive Relationships and Prevention of Domestic Violence."

2. Eligible organizations/institutions may upload their proposals for organizing Seminars on the abovementioned topic through online mode at NCW website www.ncw.nic.in or <http://ncwapps.nic.in/eproposalv2>, latest by 12th December, 2021.
3. Incomplete proposals or proposals received after the last date will not be entertained. The Commission reserves the right to select the organization based on their eligibility, capability, area of work, expertise, etc. No correspondence on reasons for non selection of the proposal will be entertained by the Commission. No proposal received by e-mail/hard copy or by any other mode will not be entertained.
4. Organizations / Institutions are advised to go through the guidelines relating to Seminars attached with this public notice.


(Pradeep Kumar)
Deputy Secretary

Revised Guidelines for grant of Financial Assistance for conducting Seminars for the Financial Year 2021-22

Azadi Ka Amrit Mahotsav is an initiative of the Government of India to celebrate and commemorate 75 years of progressive India and the glorious history of its people, culture and achievements. This Mahotsav is dedicated to the people of India who have not only been instrumental in bringing India thus far in its evolutionary journey but also hold within them the power and potential to enable Prime Minister Modi's vision of activating India 2.0, fuelled by the spirit of Atmanirbhar Bharat. Azadi ka Amrit Mahotsav is an embodiment of all that is progressive about India's socio-cultural, political and economic identity.

The National Commission for Women provides financial support for conducting Seminars/Conferences/Workshops/Webinars to Colleges, Universities, State Commissions for Women etc., with the objective of getting an insight into the relevant subject and also throwing up recommendations for better implementation or even modification of the existing policies/programmes/ schemes/projects relating to welfare and empowerment of women. Such programmes also provide a forum for sharing knowledge, information and experience of participants and resource persons on the subject. Such experience sharing could be helpful in better dissemination of the required information and also lead to better execution of schemes, etc. at the ground level.

In the observance of **Martyr's Day: Death Anniversary of Mahatma Gandhi** i.e. **30th January**, National Commission for Women invites online proposals for providing financial assistance for conducting seminars on **"Identification of Abusive Relationships and Prevention of Domestic Violence."**

Eligibility for financial assistance for Seminars:

The Organizations/Institutions eligible for financial assistance are:

- I. State Women Commission's
- II. Government Organizations
- III. Universities (Central/State/Private/Open/Deemed)
- IV. Colleges (Affiliated with University/Autonomous)
- V. Institute of National Importance
- VI. Institute under State Legislature Act
- VII. ICSSR Research Institutions
- VIII. Autonomous bodies

Submission of proposals for financial assistance:

A proposal seeking financial assistance for conducting a Seminar from the National Commission for Women is to be submitted only through online portal at ncw.nic.in and <http://ncwapps.nic.in/eproposalv2>. The proposals received through on-line portal before the stipulated last date only will be entertained. Incomplete proposals or proposals received after the last date will not be entertained. The Commission reserves the right to select the organization based on their eligibility, capability, area of work, specialization, etc. No correspondence on reasons for non selection of the proposal will be entertained by the Commission. No proposal received by e- mail/hard copy or by any other mode will be entertained.

Assessment of proposals submitted for financial assistance:

The proposals received through the online portal shall be evaluated either by the Commission on its own or through Expert Panel(s)/Committee(s) selected by the Commission for the purpose. The Expert Panel/Committee shall, where so constituted, make suitable recommendations to the Commission for acceptance or revision or rejection of proposals examined by it.

The expert panel/committee, referred to above and the National Commission for Women while making recommendations, shall *inter alia* take into account:

- I. Proposed Objective of the Seminar
- II. Expected Outcome of the Seminar
- III. Target Group for the Seminar
- IV. Resource Persons proposed for the Seminar

In cases, where in the opinion of the Commission, the outcome of Seminar can be improved, the Commission may suggest changes in the scope or any other parameter. In such cases, the organization which had applied for approval of the proposal shall be given the opportunity to modify the proposal in such time-frame as may be specified by the Commission in individual cases. The proposals where suggested changes are not made shall not be considered for approval by the Commission. The Commission may, if considered appropriate, advise improvement in the report rendered after completion of the Seminar. The Commission will process and finalize the list of proposals to be funded by the Commission. Selected proposals will be informed via post and email.

Release of Funds:

The funds for organizing a Seminar approved by the Commission shall be released in two installments, each equivalent to 50% of the sanctioned amount.

First installment shall be released after receipt of following documents:

- I. Acceptance Letter
- II. Undertaking (As per format given in Annexure-A)
- III. Bank Mandate Form

In cases, where the Seminar is not organized within the prescribed time or such further time, as may be permitted by the Commission, keeping in view the special reasons or where the report rendered is not assessed to be of the required standard/quality, the Commission shall have the right to recover the amount released.

Note: One organization/institution will be given finance assistance for one Seminar only

Conduct of Seminar:

- I. The grantee organizations will have to conduct the Seminar on 30th January, 2022.
- II. The grantee organization will have to inform the Commission about time and place and all other relevant details of Seminar at least 15 days in advance.
- III. The Commission shall, in selected cases, depute its representatives, as observers to the Seminar.
- IV. The organization conducting the Seminar shall also comply with all terms & conditions specified in the sanction order/letter.
- V. The number of participants must not be less than 200.
- VI. The number of Resource persons in each seminar shall not exceed Six.

Submission of Seminar Report along with requisite documents:

The grantee organization conducting the Seminar will have to submit the Seminar report containing the following details within 15 days of organizing the Seminar:

- I. Title of the Seminar
- II. Session wise summary including the gist of deliberations made/information shared by the resource persons

- III. Specific, actionable and women oriented recommendations bifurcated into actionable at Central, State and Local government levels
- IV. Full Video Recording of the Seminar
- V. List of participants
- VI. List of Resource persons (At least 60% resource persons form the list of proposed resource persons must participate in the Seminar)

The grantee organisation will have to submit the following documents along with seminar report:

- I. Utilization Certificate (as per GFR 12-A format)
- II. Income cum Expenditure Statement
- III. Original Bills/Vouchers

After receipt of the report, if it is found to be satisfactory by the Commission and the required utilization certificate and original bills & vouchers or bank payment slip are submitted, the balance amount of 50% shall be released. In case of Government institutions/organisations, certified photocopies of the bills and vouchers or Bank payment Slip and the utilization certificate by the authorized Finance/Accounts Officers will be acceptable. In cases, where either the utilization certificate or bills and vouchers are for a lesser amount, only such lesser amount equivalent to the amount of bills & vouchers shall be released and the case closed.

The grantee organization will maintain separate accounts in respect of this grant. The accounts will remain open to inspection to the representatives of the National Commission for Women including the CAG of India. Any unspent balance out of this grant will be refunded by the organization within 60 days from the date of completion of the project failing which such unspent balance will attract panel interest @ 12% per annum for the period from date of completion of the project to the date of refund of unspent balance.

The decision of the Commission in all cases relating to the standard of report shall be final. All disputes relating to any grant will be subject to the jurisdiction of courts located in Delhi. **All financial assistance will be released through PFMS only.**

Category-Wise Budget Allocation- Seminar

S. No	Criteria	Maximum Cost per Unit	Maximum Allowed Units	Maximum financial Limit
1.	Material for participants	Rs. 100/-	200	Rs.20,000
2.	Hall Charges	Not more than Rs. 15,000/-	Lump Sum	Rs. 15,000
3.	Accommodation to Resource Persons	Rs. 2,500/- (for Class A Cities) Rs. 1,500/- (for Class B Cities) Rs. 1,000/- (for Class C Cities)	6	Rs. 15,000
4.	TA/DA To Resource Persons (applicable only in case of outstation resource persons)	As per Govt. rules	6	As per Govt. rules
5.	Honorarium to Resource Persons	Rs. 3,000	6	Rs. 18,000
6.	Professional Rapporteurs	Rs. 2,000	1	Rs. 2,000
7.	Lunch & Tea	Rs. 300	200	Rs. 60,000
8.	Miscellaneous (Including Photography, Banner, Video Recording, Banner, etc)	Not more than Rs. 20,000	Lump Sum	Rs. 20,000
Total			Rs. 1,50,000/- & TA As per Govt. rules (Rupees One Lakh Fifty Thousand only)	

HELPLINE

For any query or clarification,
You may please contact us on the following numbers:



011- 26944886
Extn: 220,229

NOTE

The whole process of inviting proposals is online. Therefore, you are requested **NOT TO** send hard copy of the proposal or any other related documents to the Commission.

29

ANNEXURE-A

(On Stamp paper for Rupees One Hundred only)

DECLARATION CUM UNDERTAKING

1. I,..... (Name), Son of Aged years working as..... (Designation) hereby solemnly declare that I am competent and authorized to sign and execute this declaration cum undertaking on behalf of (Name of the organization and the address of the organization/institution)
2. I, Ms. /Mr. /Dr./Prof.hereby declare on solemn affirmation that the organization has neither been blacklisted by the Government or neither any public body/semi- government/autonomous organization nor any action has been initiated by any such body to blacklist it.
3. I, on behalf of the organization, undertake to:
 - a) Ensure proper administration and management of funds exclusively for the work for which financial assistance has been granted by the National Commission for Women;
 - b) refund full amount with interest thereon in case of misuse or unauthorized use of funds for purposes other than those indicated in the Sanction Order of the National Commission for Women or for withholding or suppressing any information regarding the funds/grants from other official sources in respect of this project for which sanction has been accorded by the National Commission for Women;
 - c) the organization is not receiving any funds from any other source for undertaking this project or partial funding is being received from.....to the extent of Rs..... and a 'No Objection Certificate' from the said organization for seeking financial assistance from the National Commission for Women is enclosed.

Signature

Name

On behalf of
(Name of the organization and seal)
With full address, telephone & PAN No.)

Signature of Witnesses
(With Name, Address and Contact Number):

- A. Witness 1
- B. Witness 2