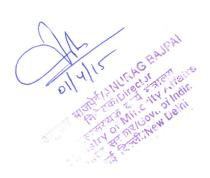
<u>List of Documents required for the release of 2nd</u> Installment under 'Nai Roshni'.

- 1. The Inspection Report of the District Minority Welfare Officer of Concerned District.
- 2. Utilization Certificate for the sanctioned amount (GFR-19 A) duly certified by a Chartered Accountant.
- 3. Audited Statement of Accounts for the sanctioned amount Income & Expenditure, Receipt & Payment and Balance Sheet duly certified by a Chartered Accountant.
- 4. Progress report of the programme
 - I. Training Schedule (form-I)
 - II. List of Women Trainees (Form-II)
 - III. List of Resource Persons (Form-III)
 - IV. Expenditure Statement (Form-IV)
- 5. A certificate of Satisfactory Completion of the programme duly signed by 100% of women trained and countersigned by Head of Panchayat/Municipal Body/Local Authority.
- 6. Prior intimation of the venue and dates of commencement and completion of the programme (if not sent earlier).
- 7. An undertaking to the effect that the institution has not received any other grant for the same project from any other Ministry/Department of the Government of India, State/UT Government and any other Government/Non-Government organization/bilateral/multi-lateral funding agencies or United nations.
- Photographs of all daily activities of the programme and video clippings as evidence of holding the programme. These shall also be hosted in the website of the organization and should be informed to the Ministry of Minority Affairs, State Government and District Collector concerned (if not sent earlier).
- 9. Copies of pamphlets, publicity material, etc. of the programme (if not sent earlier).

Note:- The organization shall maintain its website as required under scheme guidelines.



Form -I

<u>Progress Report of Trainings conducted under Scheme for Leadership Development of Minority</u> <u>Women during 2012-13</u>

Name of Organization:

S. No.	Name State	of	Name District	of	Location (Block/	Training	f Name of Training	Num	ber of	Minority/N	lon-Minori	ty Wom	en partici _l	pated
					village)	(From -To)	Module	Muslims	Sikhs	Christians	Buddhists	Parsis	Others (Non- minority)	Total

Signature of President/Secretary with Date

Stamp of Organization

List of Women Trainees (2012-13)

Name of Organization:

Location of Trainings (District/ Block/ Village):

Dates of Training:

Type of Trainings (Residential / Non-Residential):

S. No.	Name Women Trainee	of	Age years)	(in	Father/ Guardian/ Husband's Name	Address trainee	of	Educational Qualification	Annual Parental/ Family Income	*Aadhaar Number/ Voter ID Number/ Ration Card Number	Name of Community (Muslim/Christi an/ Sikh/Buddhists /Parsis/Non- Minority)

Signature of President/Secretary with Date

Stamp of Organization

Counter Signature of Pradhan of Gram Panchayat/
Member of Municipal Corporation/
District Minority Welfare Officer
(with date and Stamp)

^{*} Preferably Aadhaar Number (if any)

FORM-III

List of Resource Persons (2012-13)

S.No.	Name of Training Module (s)	Name of Resource person engaged for the Training Module	Qualification of Resource person	Experience of Resource person for conducting such trainings (in years)	Contact of Per	
	<u> </u>				Telephone	E-Mail

Signature of President/Secretary with Date Stamp of Organization

Expenditure Statement (2012-13)

Name of Organization:

(a) Number of Non-Residential trainings:....

		Non- Residen	tial Trainings		
Grant-in received Ministry Rs.)	100000000000000000000000000000000000000	Number of Persons engaged	Rates (In Rs.)	Duration /Units	Total amount spent (In Rs.)

(b) Number of Residential trainings:

		Resident	ial	Trainings		
Grant-in received Ministry Rs.)	Expenditure	Number Persons engaged	of	Rates (In Rs.)	Duration /Units	Total amount spent (In Rs.)

Signature of President/Secretary with Date

Stamp of Organization

FORM GFR 19 Deleted

FORM GFR 19-A [See Rule 212 (1)]

Form of Utilization Certificate

SI. No.	Letter No. and date.	Amount	Certified that out of Rs of grants-in-aid sanctioned during the year in favour of Under this Ministry/Department Letter No. given in the margin and
	Total		Rs on account of unspent balance of the previous year, a sum of Rs has been utilized for the purpose of For which it was sanctioned and that the balance of Rs remaining unitilized at the end of the year has been surrendered to Government (vide No, dated)/ will be adjusted towards the grants-in-aid payable during the next year
2. Certifie	ed that I have satis	fied myself that t	the conditions on which the grants-in-aid was sanctioned have been duly
fulfilled/a the purpo	re being fulfilled ar ose for which it wa	nd that I have exe	the conditions on which the grants-in-aid was sanctioned have been duly ercised the following checks to see that the money was actually utilized for
fulfilled/a the purpo	re being fulfilled ar ose for which it wa checks exercised	nd that I have exe	the conditions on which the grants-in-aid was sanctioned have been duly ercised the following checks to see that the money was actually utilized for
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