



ଓଡ଼ିଶା ସରକାର

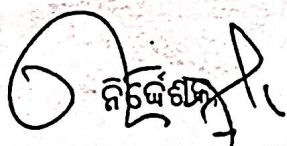
ଓଡ଼ିଆ ଭାଷା, ସାହିତ୍ୟ ଓ ସଂସ୍କୃତି ବିଭାଗ

ରାଜ୍ୟ ସୀମାନ୍ତବର୍ତ୍ତୀ ଅଞ୍ଚଳରେ ଗଢ଼ି ଉଠିଥିବା ଓଡ଼ିଆ ସାଂସ୍କୃତିକ ଅନୁଷ୍ଠାନମାନଙ୍କୁ ଆର୍ଥିକ ଅନୁଦାନ ନିମନ୍ତେ

ଦରଖାସ୍ତ

ରାଜ୍ୟର ସୀମାନ୍ତବର୍ତ୍ତୀ ଅଞ୍ଚଳରେ ଗଢ଼ି ଉଠିଥିବା ରେଜେଷ୍ଟ୍ରିଡ଼ ସ୍ଵେଚ୍ଛାସେବୀ ସାଂସ୍କୃତିକ ଅନୁଷ୍ଠାନମାନଙ୍କ ସପକ୍ଷରେ ବିଭିନ୍ନ ସାଂସ୍କୃତିକ କାର୍ଯ୍ୟକ୍ରମ ଆୟୋଜନ ମାଧ୍ୟମରେ ଓଡ଼ିଶାର କଳା ଓ ସଂସ୍କୃତିର ପ୍ରଚାର ଓ ପ୍ରସାର ନିମନ୍ତେ ଅନୁଦାନ ପାଇବା ପାଇଁ ପୂର୍ବବର୍ଷମାନଙ୍କ ଭଳି ୨୦୨୪ -୨୫ ଏବଂ ୨୦୨୫-୨୬ ଆର୍ଥିକ ବର୍ଷ ପାଇଁ ଆଗ୍ରହୀ ସାଂସ୍କୃତିକ ଅନୁଷ୍ଠାନମାନଙ୍କୁଠାରୁ ଦରଖାସ୍ତ ଆହ୍ୱାନ କରାଯାଉଅଛି । ଫର୍ମ ଉପରରେ ବଡ଼ ଅକ୍ଷରରେ ଯୋଜନାର ନାମ ଲେଖାଯିବା ଆବଶ୍ୟକ। ଏଥି ନିମନ୍ତେ ଦରଖାସ୍ତ ଆବେଦନ କରୁଥିବା ଅନୁଷ୍ଠାନ ୧୮୭୦ ମସିହାର ସୋସାଇଟି ରେଜିଷ୍ଟ୍ରେସନ ନିୟମ ଅନୁଯାୟୀ ଅନ୍ତତଃ ତିନି ବର୍ଷ ପୂର୍ବରୁ ପଞ୍ଜୀକୃତ ହୋଇଥିବା ଆବଶ୍ୟକ। ଦରଖାସ୍ତଗୁଡ଼ିକ ସଂପୂର୍ଣ୍ଣ ବିବରଣୀ ସହ ନିମ୍ନ ଠିକଣାରେ କେବଳ ଡାକ ଯୋଗେ ତା.ନା.୦୫.୨୦୨୨ରିଖ ସୁଦ୍ଧା ପହଞ୍ଚିବା ଆବଶ୍ୟକ । ବିଭାଗୀୟ ନିଷ୍ପତ୍ତି ଅନୁଯାୟୀ ଅନୁଦାନ ପାଇବା ପାଇଁ ଇଚ୍ଛୁକ ରେଜେଷ୍ଟ୍ରିଡ଼ ସାଂସ୍କୃତିକ ଅନୁଷ୍ଠାନମାନେ ଆବେଦନପତ୍ର ସହିତ ଟ. ୧୦ /-କାର ଅଣନିୟମିତ କାଗଜରେ ଚୁକ୍ତିନାମା (Agreement in Non-Judicial stamp paper worth Rs.10/-only), ସାଧା କାଗଜରେ ଅଙ୍ଗୀକାର ପତ୍ର (Undertaking in plain paper), ନିର୍ଦ୍ଦେଶ ଫର୍ମରେ(OGFR-23 & 24) ପୂର୍ବବର୍ଷ (୨୦୨୩-୨୪) ଅନୁଦାନର ବିନିଯୋଗ ପ୍ରମାଣପତ୍ର (Utilization Certificate) ଦୁଇ କିତା ସହ ଅନୁଷ୍ଠାନର ବ୍ୟାଙ୍କ ଖାତା ନମ୍ବର , IFSC ଓ ବ୍ୟାଙ୍କର ନାମ ସହିତ ସମ୍ପୂର୍ଣ୍ଣ ବିବରଣୀ ପ୍ରଦାନ କରିବା ଜରୁରୀ ଅଟେ । ଅସମ୍ପୂର୍ଣ୍ଣ ଫର୍ମ କିମ୍ବା ମଗାଯାଇଥିବା ଉପରୋକ୍ତ ଡକ୍ୟୁମେଣ୍ଟ ନ ଦେଇଥିଲେ ଆବେଦନ ବିଚାରକୁ ନିଆଯିବ ନାହିଁ ।

ରାଜ୍ୟ ସରକାର ପ୍ରଣୀତ ଆଇନ (Grant-in-Aid Rules, 1973 as amended in 1986) ଅନୁଯାୟୀ ଅନୁଦାନ ପରିମାଣ, ମଞ୍ଜୁରୀ ଦେବା ନ ଦେବା, ଦରଖାସ୍ତ ଖାରଜ କରିବା ଆଦିର ନିଷ୍ପତ୍ତି ସମ୍ପୂର୍ଣ୍ଣ ଭାବରେ ସରକାରଙ୍କ କର୍ତ୍ତୃତ୍ୱାଧୀନ ଅଟେ। ଏ ସମ୍ପର୍କରେ କୌଣସି କୋର୍ଟ କଚେରୀର ଆଗ୍ରହ ନିଆଯାଇ ପାରିବ ନାହିଁ । ଅଧିକ ସୂଚନା ପାଇଁ ତଥା ଆବଶ୍ୟକୀୟ ଦସ୍ତାବିଜର ନକଲ ପାଇବା ପାଇଁ ଓଡ଼ିଆ ଭାଷା, ସାହିତ୍ୟ ଓ ସଂସ୍କୃତି ବିଭାଗର ୱେବସାଇଟ www.odishaculture.gov.in କୁ ବ୍ୟବହାର କରିପାରିବେ ।


 ଓଡ଼ିଆ ଭାଷା, ସାହିତ୍ୟ ଓ ସଂସ୍କୃତି ବିଭାଗ,
 ସଂସ୍କୃତି ଭବନ, ଭୁବନେଶ୍ୱର - ୭୫୧୦୧୪

ସୀମାନ୍ତ ଅଞ୍ଚଳ/ଭାରତର ଅନ୍ୟାନ୍ୟ ରାଜ୍ୟ/ଭାରତ ବାହାରେ ଥିବା ଓଡ଼ିଆ ସାଂସ୍କୃତିକ

ଅନୁଷ୍ଠାନଗୁଡ଼ିକୁ ଅନୁଦାନ ପାଇଁ ଆବେଦନ ଫର୍ମ

୧. ଅନୁଷ୍ଠାନର ନାମ:

୨. ଟେଲିଫୋନ୍ ନମ୍ବର ଏବଂ ଇ-ମେଲ୍ ଠିକଣା (ଯଦି ଥାଏ) ସହିତ ସମ୍ପୂର୍ଣ୍ଣ ଠିକଣା:

୩. ବ୍ୟାଙ୍କ ଖାତା ନମ୍ବର ଏବଂ IFSC କୋଡ୍ ସହିତ ଯେକୌଣସି ଜାତୀୟକରଣ ବ୍ୟାଙ୍କର ନିକଟସ୍ଥ ଶାଖାର ନାମ ଏବଂ ଠିକଣା ।

୪. ଯେଉଁ ଉଦ୍ଦେଶ୍ୟ ପାଇଁ ଅନୁଦାନ ଲୋଡ଼ାଯାଇଛି ତାହାର ବିସ୍ତୃତ ବଜେଟ୍ ଆକଳନ ସହିତ ବିବରଣୀ ।

ଅଧ୍ୟକ୍ଷ/କାର୍ଯ୍ୟନିର୍ବାହୀଙ୍କ ସ୍ୱାକ୍ଷର
(ସରକାରୀ ମୋହର ସହିତ)

ଆବେଦନ ପତ୍ର ସହିତ ସଂଲଗ୍ନ ହେବାକୁ ଥିବା ଦଲିଲଗୁଡ଼ିକ:

* ଅନୁଷ୍ଠାନର ପଞ୍ଜୀକରଣ ପ୍ରମାଣପତ୍ରର ଏକ ନକଲ।

* ଅନୁଷ୍ଠାନର ସମ୍ବିଧାନ/ଉପ-ନିୟମ (By-Law) ର ନକଲ।

* କର୍ମକର୍ତ୍ତାମାନଙ୍କର ସମ୍ପୂର୍ଣ୍ଣ ଠିକଣା ସହିତ ଏକ ତାଲିକା।

* ଗତ ୩ ବର୍ଷର କାର୍ଯ୍ୟକଳାପ ରିପୋର୍ଟ ଏବଂ ଅତିରିକ୍ତ ରିପୋର୍ଟର(୨୦୨୪-୨୫, ୨୦୨୩-୨୪, ୨୦୨୨-୨୩) ନକଲ।

* ଗତ ବର୍ଷର ବାର୍ଷିକ ବିବରଣୀର ନକଲ।

* ୧୦ ଟଙ୍କା ମୂଲ୍ୟର ଅଣ-ବିଚାର ବିଭାଗୀୟ ସ୍ତମ୍ପ ପେପର (Non-judicial stamp paper) ରେ ଏକ ଚୁକ୍ତିନାମା।

* ସାଧା କାଗଜରେ ଏକ ଅଙ୍ଗୀକାରନାମା।

* ପୂର୍ବରୁ ପ୍ରାପ୍ତ ଅନୁଦାନ ସମ୍ବନ୍ଧରେ ଦୁଇଟି ନକଲରେ ଉପଯୋଗିତା ପ୍ରମାଣପତ୍ର (Utilization Certificate-OGFR Form23 &24)

* ସୂଚନା ଅଧିକାର ଆଇନ (RTI Act), ୨୦୦୫ ଅନୁଯାୟୀ ଅନୁଷ୍ଠାନର PIO, Asst. PIO ଏବଂ ପ୍ରଥମ ଅପିଲ୍ କର୍ତ୍ତୃପକ୍ଷଙ୍କ ନାମ।

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 and certificate of utilization shall be submitted to the Director, Odia Language, Literature & Culture along with accounts duly certified either by the Departmental auditor or by Chartered Accountant within three months thereafter.
- (ii) The Cultural Institution aforesaid shall send intimation to the Director, Odia Language, Literature & Culture, Odisha 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: -**

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

Signature of the Secretary & Principal
Executive of(Seal)

1.

2.

(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 Culture Department Letter No., dt.- 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)

FORM OGFR-23

[See Rule 306 (iii) (a)]

Form of Utilization Certificate

Name of Department _____

1. Certified that a sum of Rs. _____ (UC Amount) (Rupees _____) has been utilized under the scheme _____ (Scheme Name _____) by (grantee) _____ out of Grain-in-aid/Loan of Rs. _____ (Rupees _____) sanctioned by _____ Department during the financial year _____ as indicated below in Table-1.

2. Out of Rs. _____ (Rupees _____) remaining unspent balance of the previous years, a sum of Rs. _____ (Rupees _____) has been utilized as indicated below in Table-2.

3. The utilization has been made for the purpose it was sanctioned and that a balance of Rs. _____ (Rupees _____) remaining unutilized at the end of the year has been surrendered to the Government (vide Challan No. _____ date _____) / will be carried over to the next year _____ / will be adjusted towards the Grant-in-aid/ Loan payable in the next year _____.

Table-1
(Details of Current Year)

Sl. No.	Sanction No & Date	Sanctioned Amount	Amount adjusted towards GIA / Loan payable	Amount utilized during the year	Amount deposited back by Treasury Challan	Balance	Remarks
1	2	3	4	5	6	7= (3-(5+6))	8
Total							

Table-2
(Details of Previous Years *)

Sl. No.	Sanction No & Date	Sanctioned Amount	Unspent balance at the close of previous year	Amount utilized during the year	Amount deposited back by Treasury Challan	Amount adjusted towards GIA / Loan payable	Balance	Remarks
1	2	3	4	5	6	7	8= 4-(5+6+7)	9
Total								

* (The details of the previous are now being given in the current year)

4. Certified that I have satisfied myself that the conditions on which the grants-in-aid/loan was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised

- 1.
- 2.
- 3.
- 4.

Signature -
Designation -
Date - .

FORM OGFR-24
[See Rule 306 (iii) (b)]

Proforma for reporting Physical Target / Achievement made as per Utilization Certificate against the Grants-in-Aid received.

Name of the Grantee Organisation	Name of the Scheme and the Sector	Financial Target fixed	Amount of Grant-in-Aid received (Year wise)	Physical Target fixed	Amount utilized (Year wise)	The amount for which U.C. furnished previously	Physical Target achieved against the U.C. already furnished	Physical Target achieved as per present U.C.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

**Reasons for Non-Utilisation of the Grant-in-aid and shortfall in achieving the target in proportion to the grant utilized shall also be explained in the column.*

N.B. : Separate forms shall be used for furnishing the information in respect of each scheme and shall be attached to the utilization certificate.

BANK AUTHORISATION LETTER

ANNEXURE-'D'

I, Shri / Smt. _____, Secretary / President,
_____ (name of the organization) on behalf of my organization would
like to receive the financial assistance disbursed by Odia Language, Literature & Culture
Department, Government of Odisha on behalf of my organization electronically into my Bank
Account details of which are given:-

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

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 Bank branch maintaining the Account (in blue ink)

Date _____

(Seal)