

MAEF

MAULANA AZAD EDUCATION FOUNDATION *(Ministry of Social Justice & Empowerment, Govt. of India)*

Social Justice Service Centre, Mahila Irndad Committee,
Chelmsford Road, New Delhi – 110 055

SCHEME TO ESTABLISH MAULANA AZAD SADBHAWNA KENDRAS

Introduction

Maulana Azad Education Foundation was established on the occasion of Maulana Abul Kalam Azad's birth centenary. The Foundation was registered under the Societies Registration Act 1860, on 6th July 1989. The Foundation is a voluntary non-political, non-profit making social service Organisation established to promote education amongst the educationally backward sections of the society. It is funded by the Ministry of Social Justice & Empowerment, Government of India. The Hon'ble Minister (In charge wakf) is its Ex-officio President. The aim of the Foundation is to formulate, implement educational schemes and plans for the benefit of the educationally backward minorities in particular and weaker sections in general.

Title of Scheme

“Financial assistance to establish Maulana Azad Sadbhawna Kendras”

Objective of the Scheme

To create awareness about national ideas of Justice, Liberty, Equality, Unity, Fraternity, Democracy, Secularism & Socialism. Infrastructure in the form of Sadbhawna Kendras would be created to promote the objectives of the scheme by organizing seminars/conferences/competitions, cultural programmes and to promote the cause of education.

Amount & Purpose of Financial Assistance

- a) Maulana Azad Sadbhawna Kendra will be assisted by the Foundation with a maximum grant of Rs.10, 00,000/- (Rupees Ten Lac only)
- b) The grant will be utilized for; construction of a Community Hall, Library, Office Room & Toilets (separate for male/female) and for purchase of books/furniture.
- c) Rs.8, 00,000/- (maximum) will be utilized on civil construction &
- d) Rs.2,00,000/- (maximum) will be utilized for purchase of furniture & books.
- e) From 3rd year onwards Rs.10, 000/- (Rupees Ten Thousands only) will be given in the Foundation for maintenance of the Kendra.

ELIGIBILITY CONDITIONS/WHO CAN APPLY

Universities, reputed academic & Research Institutes and local bodies, such as Nagar-Palika, Nagar-Panchayat, Nagar-Nigam, Nagar Parishad etc. shall be eligible to apply under this Scheme. Such Universities/Institutions/Bodies should:

- Have a property constituted Managing Body with clearly defined powers and duties.
- Be in a position to receive the involvement on voluntary basis of knowledgeable persons for furtherance of their programmes.
- Not discriminate against any person or group of persons on the ground of language, caste, sex & religion.
- Not in any manner disturbing communal harmony.
- Have capability to invest at least 10% of the total cost of project.
- Provide suitable land for the Kendra. No part of funds shall be utilized towards the cost of land or for land development. The applicant should submit revenue record for the land in question along with a certificate that the land is free from all encumbrances and also a site-plan for the proposed construction alongwith estimates of construction which should be certified to be not more than the PWD rates.
- The applying organisation should clarify that it will be in a position to undertake the recurring expenditure on maintenance of the building and will not make any demand on the Foundation for such expenditure.
- Purchase of books in not a one time matter. The Institution/Organisation should agree to purchase books worth atleast Rs.25,000/- every year.
- User charges will be levied from the users of the Kendras and the same will be utilized for maintenance and recurring expenses of the Kenras.

Guidelines for Submission of Proposal

- i) The proposal under the scheme should be routed through District Administration
- ii) The local bodies/institution seeking assistance under the Scheme shall apply in the prescribed proforma given at Annexure – 1.

- iii) Willingness of local bodies/institution to permit inspection of the Kendra by authorities of the Foundation and to abide by its instructions issued from time-to-time.
- iv) The local bodies/institution has to furnish an undertaking that they will meet out the recurring expenditure including salaries of staff, if any appointed by them and expenditure on maintenance of the Kendra. The undertaking will be signed by competent authority.
- v) The scheme will be called as “Maulana Azad Sadbhawna Kendra Scheme” and the name of particular Kendra shall be given as per local conditions and a Board stating “(local name) Sadbhawna Kendra funded by Maulana Azad Education Foundation, M/o Social Justice & Empowerment, Government of India, New Delhi” will be displayed at front of the Kendra.
- vi) The Local Bodies/institution will also have to give an undertaking that the building will be used only for the purpose as defined in the objective of Scheme.
- vii) For establishing Maulana Azad Sadbhawna Kendras, preference will be given to applicants who desire to establish Kendra at District Headquarters.
- viii) The Scheme will be completed within 12 months of sanction. Grant will be disbursed in three installments. First installment of 50% of total sanctional amount, 2nd installment of 40% after the roof has been built and the 3rd installment of balance 10% will be given after completion of the work.
- ix) If the funds or part funds are diverted, the MAEF will have the authority to recover the full amount of grant.

Monitoring & Evaluation

Maulana Azad Education Foundation will constitute an Advisory Committee, having not more than 10 members to advise on the activities of Kendra for a period of three years including members of the Local Body.

The Advisory Committee will be responsible for overseeing, implementation, monitoring and evaluation of Scheme.

The Foundation will nominate one/two persons as member of the Advisory Committee to act on behalf of the Foundation.

The Advisory Committee shall meet after every 2/3 months and send minutes of its meeting to the Foundation regarding activities/programmes taken-up by the Kendra and beneficiaries of the Programmes/activities.

Each year the Annual Report of the Kendra should be sent to the Foundation by June 1st for the period April to March.

MAULANA AZAD EDUCATION FOUNDATION

Application for seeking financial assistance to establish Maulana Azad Sadbhawna
Kendra

(Documents to accompany each point)

Name & address of the Local Body/Institution :

List of members and office bearers of Local Body/Institution :

Amount of financial assistance required :

How the financial assistance would be utilized (project report in a narrative form with estimate for construction in details prepared by Architect/ Engineer & approved copy of site-plan) :

Audit Reports for the last two years duly Signed by Executive Officer of the Body :

Funds in the Bank account :

Details of population in town/city/district In particular population of minorities in Town/ City/District :

Time required to complete the project :

The area of land available for the purpose (furnish copy of land papers) :

Number of Public Libraries in the District/Town :

Number of Community Centres in the District/Town:

I hereby declare that the information given in this application is true and correct to the best of my knowledge & belief. I also undertake to abide by the terms & conditions of the Maulana Azad Education Foundation, if the proposal is sanctioned by the Foundation.

(Name & signature of the authorised person with Seal)

INSPECTION PROFORMA

Name & Address of the Local Body/Institution

Legal status of the Local Body/Institution

Whether administered through property Constituted Managing Committee

Amount of financial assistance required

Legal status of the land acquired for Kendra

Financial position of the Local Body/institution

Whether the site-plan is approved by
Competent Authority

Comments on capability of the Local Body/
Institution to manage the Kendra
(use separate sheet, if required)

Whether all the documents are attached,
as required with the application

Recommendations:

I.....Deputy Collector/SDM,.....have checked and verified the documents attached with this application. I am fully satisfied that the information given by theis correct and thecapable of running the Maulana Azad Sadbhawna Kendra. I feel that establishment of Sadbhawna Kendra is need of the area and will help in creating awareness about national ideas of Justice, Liberty, Equality, Unity, Fraternity, Democracy, Secularism & Socialism amongst people of the area. I recommend the case for favorable consideration and sanction from Maulana Azad Education Foundation.

(Name & Signature of the Deputy Collector/SDM with Seal)

Forwarded for favourable consideration to Maulana Azad Education Foundation,
M/o.Social Justice & Empowerment, Govt. of India, New Delhi.

(Signature with Seal of DM/District Collector/Deputy Commissioner)