

1712 /AEDDMN/2016

No.DE/ADM/Post-Matric/OBC/Sch./16-17/

Date: - 21 / 11 / 2016.

To,
All the Educational Institutions of Daman & Diu,
Higher Secondary Schools (Govt./Aided/Unaided/ TTI/PTC/B.Ed. College/
Govt. Degree College / Govt. Polytechnic College.

C I R C U L A R

**Sub: Reg. Centrally Sponsored Scheme of Post-Matric Scholarship to OBC
Students during the year 2016-17.**

With reference to the subject cited above, the Centrally Sponsored Scheme of **Post-Matric Scholarship to OBC Students is being continued for the year 2016-17 (Fresh & Renewal)**.

Applications are invited from OBC students, pursuing Higher Education from class XI onwards in Govt. / Aided / Unaided recognized Institutions. Application forms can be available from the respective schools or institutions.


In case of students whose parents / guardian's income from all sources does not exceed **Rs. 1,00,000/-** per annum will be entitled for the scholarship under the scheme. The guideline of this Scheme is enclosed for information.

The application forms are available from concerned Institutions of Daman & Diu, and also can be downloaded from Website: www.daman.nic.in

The students may kindly be advised to complete the application in all respects. They are also requested to open self bank account in Nationalized Bank and submit Account Number (with IFSC Code), Bank branch Address and Aadhar /Enrolment Number (Photo copy to be submitted), along with application form and submit the form to the Head of Institutions.

The Head Master/Principals are requested to verify the particulars thoroughly at their end as per eligibility criteria of this scheme guideline and **submit only Class wise consolidated list** of eligible students (boys & girls students separately) as per the Performa 1 & 2 (with soft copy in Excel) on or before **30 / 11 / 2016** without fail.

Applications with all relevant documents should be kept in your office for record.


(M.D. Patel) 21/11/16
Assistant Director of Education
Daman.

Encl:

1. Application Form & Scheme Guidelines.
2. Performa 1 & 2.

Copy to:-

1. The Secretary (Education), Daman for kind information please.
2. The Jt. Secretary-cum-Director (Education), for kind information please.
3. The Dy. Director, Social Welfare, Daman for kind information please.
4. The Asstt. Director of Education, Diu for kind information and necessary action please.
5. The SIO, NIC, Daman with request to upload the same.

Final List of Post Matric Scholarship belonging to OBC students of Daman District 2016-17.

Sr. No.	Name of the Students	Full Residential Address	Mobile Number	Male/ Female	% of marks in perivous final exam	Annual income of parents	Name & Address of school/ Institute	Govt./ Private	Class/ Course in which studying	Fresh /Renewal	Name of Bank with Branch Name	Bank Account Number	Bank IFSC Code no.	Aadhar no.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

**Seal & Signature
Head of School/ Institute**

PROPOSAL FOR POST-MATRIC SCHOLARSHIP TO STUDENTS BELONGING TO OBC CATEGORY FOR THE YEAR 2016-17 DAMAN.

Sr. No	Full_Name_in_English	Full_Name_in_Recognized_Official_Language	Gender	Address1_House_Number_Colony	Address2_Village_Ward	Address3_Gram_Panchayat_Town	Address4_District	Address5_State	Pincode	Day_Scholar_Hosteller	Bank_Name	Account_Number	IFSC_Code_of_Branch	Aadhar_Number	Academic_Year	Institute_Full_Name_in_English	Scholarship_Rate_Per_Month	Scholarship_Number_of_Months	Annual_Ad_hoc_Grant	Additional_Allowances_rate_per_months	Additional_Allowances_Number_of_Months	GOI_Amount_in_rupees	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	

**Seal & Signature
Head of School/ Institute**

6. Address of the parents.

Name																	
House no.																	
Mohalla/Street																	
City/Town/Village & P.O.																	
District																	
State																	
Pin Code																	
Telephone no., including mobile no., if any.																	
e-mail ID, if any																	

7. Permanent address:

Name																	
House no.																	
Mohalla/Street																	
City/Town/Village & P.O.																	
District																	
State																	
Pin Code																	
Telephone no., including Mobile no., if any.																	
e-mail ID, if any																	

8. Date of birth (Please enclose certificate)

D	D		M	M		Y	Y	Y	Y

9. Whether male or female:

10. Nationality:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

11.a Religion:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

11. b Name of Castes (OBC) :- _____

**12. Details of educational qualifications from matriculation/SSLC/SSC onwards
(Please enclose copies of certificates attested by a gazetted officer)**

Examination passed	University/Board/ Institute/Council of Examination	Main subjects	Year of passing	Percentage marks	Division/ Class/ Grade

13. Details of course for which scholarship is being sought:

- (i) Name of class/course:
- (ii) Duration of class/course:
- (iii) Academic year:
- (iv) Class/course last attended/academic year:
- (v) Total Marks obtained and percentage in last examination:

14. Details of school/college/institute, including residential ones:

- (i) Name of the school/college/institute where admitted:
- (ii) Address of school/college/institute:

15. For renewal of scholarship:

Name of examination passed	Year	Marks obtained	Full Marks	% of marks

16. Total Annual course fee: Rs.....

(Break up of course fee such as tuition fee, library fee, examination fee etc. other than refundable deposits)

Sl.No.	Item	Annual fee
1		
2		
3		
4		
5		
6		
Total		

17. Day Scholar or Hosteller:

- (i) Whether staying in the hostel run by the school/college/institute.
- (ii) If not and staying as an outstation student as paying guest or in rented accommodation in towns/cities which are not the places their parents resides, then the postal complete address of the landlord of the paying/rented accommodation may be given.

Name of landlord																						
Rent per Month																						
Full postal address Pin Code																						
Telephone/Mobile no. of landlord.																						

18. Details of bank account of student:

- (i) Name of the payee (as in the bank accounts)
- (ii) Name of the Bank
- (iii) Bank _____ Branch _____ (full address) _____
 _____ State _____ District _____ Pin _____
- (iv) Branch Code number _____
- (v) Bank Account Number _____
 (in words _____)
- (vi) Type of bank Account _____ Saving/Current
- (vii) MI CR code of the Bank _____
- (viii) Mode of Electronic transfer available in the Bank -
 ECA/RTGS/NEFT/CBS/ code number (if any).

19. Annual Income of parents/guardian of the student: Rs. _____

(Specimen form of declaration of annual income is given at Appendix to this application form which is to be signed by the parents/guardian of the student and enclosed along with the application. In case parents/guardian are employed, income certificate from the employer be enclosed).

20. Documents enclosed with the application

- (i) Self-attested passport size photograph with signature.
- (ii) Attested copies of certificates of educational qualifications as mentioned up in para 12.
- (iii) Income declaration - affidavit on non-judicial stamp paper for self-employed parents/guardian or income certificate from the employer for employed parents/guardian.
- (iv) Proof of permanent residence.
- (v) Receipt in acknowledgement of scholarship in the previous year duly countersigned by the Head of the school/college/institute.
- (vi) OBC declaration - affidavit on non-judicial stamp paper by the student that he/she belongs to any one of the OBC (Castes) notified by Central Government
- (vii) COPY of Aadhar card / Enrollment Receipt.

21. Declaration:

- (i) I hereby declare that the information given above is correct.
- (ii) I am not availing any other scholarship for this purpose from any other source.
- (iii) I shall abide by the terms and conditions for sanction of the Post-matric Scholarship.
- (iv) I undertake that if, at any stage, it is found to the satisfaction of the sanctioning authority in the concerned State Government/Union Territory Administration that the information given by me is false or if I violate the terms and conditions of the scholarship, the scholarship sanctioned to me, may be cancelled and the entire amount of scholarship will be refunded by me or recovered from me, apart from such penal action as warranted by law.

Date:
Place:

Signature of the student

Part-II [to be filled up by the Head of the school/college/institute]

22. Details of school/college/institute including residential ones:

- (i) Name of the school/college/institute where admitted:
- (ii) Address of school/college/institute:
- (iii) Telephone no:
- (iv) Fax no:
- (v) E-mail address:
- (vi) If a private institute, is the school/college/institute recognized? If so, the name of authority which has recognized it:

23. Verification/information to be furnished by the Head of school/college/institute:

(i) It is certified that the information filled in the above mentioned columns by Shri/Kumari _____ s/o / d/o Shri _____ who is admitted in _____ course for the academic session _____ in _____ school/college/ institute is correct.

(ii) He/she is a hosteller/day scholar of the school/college/institute.

or

He/She is staying as paying guest/in a rented accommodation at the address given at para 17 as per office records.

(iii) He/She is a fresher admitted in the school for academic year _____.

or

He/She has been promoted from _____ to _____ in the academic year _____.

24. Details of bank account of school/college/institute (For deposit of course fee):

- (i) Name of the payee (as in the bank accounts)
- (ii) Name of the Bank
- (iii) Bank Branch (full address) _____
_____ State _____ District _____ Pin _____
- (iv) Branch Code number
- (v) Bank Account Number _____
(in words _____)
- (vi) Type of bank Account _____ Saving/Current
- (vii) MI CR code of the Bank _____
- (viii) Mode of Electronic transfer available in the Bank
ECA/RTGS/NEFT/CBS/ code number (if any):

25. For Renewal of scholarship:

It is certified that the above mentioned student has passed the _____ examination for _____ (year) and has obtained _____ % of marks.

It is also certified that the student has not changed the course of study and/or the school/college/institute of the study for which the scholarship was originally awarded/has changed the course of study and/or school/college/institute with prior approval of the State Government (please strike out which is not applicable).

**Signature of Head of the school/college/institute
With official seal**

Date:

Place:

**Appendix to the Application Form
(Specimen)**

DECLARATION OF PARENTS'/GUARDIAN'S INCOME

I.....(Parents/ Guardian) of
.....(Name of Student) who is studying in
..... hereby declare that my annual income from all
sources is Rs.....(in figures)
Rupees.....only (in words).

If any stage, it is found that the information given by me is false/not true, all benefits given to the student under the scheme of "Post-matric scholarship for students belonging to the O. B. C. could be withdrawn and legal action as deemed fit, may be taken against me or my ward

Signature

Date:

(Father/Mother/Guardian)
Residential Address

SCHEME OF POST-MATRIC SCHOLARSHIPS TO THE OTHER BACKWARD CLASSES FOR STUDIES IN INDIA

(Revised w.e.f. 1.07.2011)

I. OBJECTIVE

The objective of the scheme is to provide financial assistance to the OBC students studying at post-matriculation or post-secondary stage to enable them to complete their education.

II. SCOPE

These scholarships shall be available for studies in India only and will be awarded by the Government of State/Union Territory to which the applicant actually belongs, i.e. permanently settled.

III. CONDITIONS OF ELIGIBILITY

- i. The scholarships will be open to Indian nationals belonging to OBCs, as notified by the Central Govt./State Govt./ UT Admn.;
- ii. These scholarships will be given for the study of all recognized post-matriculation or post-secondary courses pursued in recognized institutions with the following exceptions:

"Scholarships shall not be awarded for training courses like Aircraft Maintenance Engineer's Course and Private Pilot License Courses. Courses at Training-Ship Dufferin (Now Rejendra); Courses of training at the Military College, Dehradun, Courses at pre-examination Training Centres of All India and State levels."
- iii. Only those candidates who belong to OBCs so specified in relation to the State/UT to which the applicant actually belongs, i.e. permanently settled and who have passed the Matriculation or Higher secondary or any higher examination of a recognized University or Board of Secondary Education will be eligible.
- iv. Candidates who, after passing one stage of education, are studying in the same stage of education in different subject e.g. I. Sc. after I.A or B.Com. after B.A. or M.A. in a subject after M.A in another subject will not be eligible.
- v. Students who, after having completed their educational career in one professional line, e.g., LLB after B.T/B. Ed will not be eligible.
- vi. Students studying in XI Class of the Higher Secondary School courses or the XII class of the Multipurpose High School will not be eligible for it being a continuous school course. However, in cases, where tenth class examination of such courses is treated as equivalent to Matriculation and students who after passing tenth class join other courses, such students will be treated as post-matric students and will be eligible for the award of scholarships.
- vii. Students pursuing Post-graduate courses in medicine will be eligible if they are not allowed to practice during the period of their course.
- viii. Students who after failing or passing the Under Graduate/Post-Graduate examinations in Arts/science/Commerce join any recognized professional or Technical certificate/diploma/degree courses will be awarded scholarships if otherwise eligible. No subsequent failure will be condoned except courses in Group 'A' and no further change in the course will be allowed.
- ix. Students who pursue their studies through correspondence courses will be eligible towards reimbursement of non-refundable fee. The term correspondence includes distant and continuing education. Besides reimbursement of non-refundable fee, such students will also be

- eligible for an annual allowance of Rs. 900/- for essential/prescribed books, as applicable.
- x. Only two boys of the same parents/guardian will be entitled to receive scholarships. This restriction will, however, not apply to girls. Accordingly, scholarship availed by girls of same parents/guardian will not adversely affect admissibility of availing scholarship upto two boys of same parents/guardian.
 - xi. A scholarship holder under this Scheme will not hold any other scholarship/stipend. If awarded any other scholarship/stipend, the students can exercise his/her option for either of the two scholarships/stipends, whichever is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship will be paid to the students under this Scheme from the date he/she accepts any other scholarships/stipend. The student can however, accept free lodging or a grant or ad-hoc monetary help from the State Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging, in addition to the scholarship amount paid under this Scheme.
 - xii. Scholarship holders who are receiving coaching in any of the pre-examination training centers with financial assistance from the Central Government/State Government will not be eligible for stipend under the coaching schemes for the duration of the coaching programme.
 - xiii. Employed students whose income combined with the income of their parents/guardians does not exceed Rs. 1.00 lakh per annum shall be eligible for post-matric scholarships to the extent of reimbursement of all compulsorily payable non-refundable fees.
 - xiv. In case of unemployed students whose parents/guardians income from all sources does not exceed Rs. 1.00 lakh per annum will be entitled for the scholarship under the Scheme.

Note 1: So long as either of the parents (or husband in the case of married unemployed girl students) are alive, only income of the parents/husband, as the case may be, from all sources has to be taken into account and of no other members even though they may be earning. In the form of income declaration, income is to be declared on this basis. Only in the case where both the parents (or husband in the case of married but unemployed girl student) have died, the income of the guardian who is supporting the student in his/her studies has to be taken into consideration. Such students whose parent's income is affected due to unfortunate death of one of earning parents and resultantly comes within the income ceiling prescribed under the scheme, shall become eligible for scholarship, subject to their fulfilling other conditions of eligibility, from the month in which such sad incidence takes place. Applications for scholarships from such students can be considered even after lapse of last date of receipt of applications, on compassionate grounds.

Note 2: House Rent Allowance received by the parents of a student be exempted from the computation of 'income' if the same has been permitted to be exempted for purpose of Income-Tax.

Note 3: Income Certificate is required to be taken once only, i.e. at the time of admission to courses, which are continuing for more than one year.

IV. VALUE OF SCHOLARSHIP

The value of scholarship will include Maintenance Allowance, Reader Charges for blind students, reimbursement of compulsory non-refundable fees, Study Tour Charges/thesis typing/printing charges and book allowance for students pursuing correspondence course, for complete duration of the course as per details given below:-

i) Maintenance Allowance

Course of (1)	(Rs. Per Month) Rate of Maintenance Allowance	
	Hostellers (2)	Day Scholars (3)
Group A (i) Degree and Post Graduate level courses including M.Phil., Ph.D. and Post Doctoral research in Medicine (Allopathic, Indian and other recognized systems of medicines), Engineering, Technology, Planning, Architecture, Design, Fashion Technology, Agriculture, Veterinary & Allied Sciences, Management, Business Finance/ Administration, Computer Science/Applications. (ii) Commercial Pilot License (including helicopter pilot and multiengine rating) course. (iii) Post Graduate Diploma courses in various branches of management & medicine. (iv) C.A./I.C.W.A./C.S./I.C.F.A. etc. (v) M. Phil., Ph.D. and Post Doctoral Programmes (D. Litt., D.Sc. etc.). (vi) L.L.M.	750	350
Group B (i) Graduate/Post/Graduate courses leading to Degree, Diploma, Certificate in areas like Pharmacy (B. Pharma), Nursing (B Nursing), LLB, BFS, other para-medical branches like rehabilitation diagnostics etc., Mass Communication, Hotel Management & Catering, Travel/Tourism/Hospitality Management, Interior Decoration, Nutrition & Dietetics, Commercial Art, Financial Services (e.g. Banking, Insurance, Taxation etc.) for which entrance qualification is minimum Sr. Secondary (10+2). (ii) Post Graduate courses not covered under Group A e.g. MA/M.Sc./M.Com/ M.Ed./M.Pharma etc.	510	335
Group C All other courses leading to a graduate degree not covered under Group A & B e.g. BA/B.Sc./B.Com etc.	400	210
Group D All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e.g. senior secondary certificate (class XI and XII); both general and vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc.	260	160

Note: 1 Commercial Pilot License Course(CPL)

CPL course shall be covered under Group 'A'. The number of awards for CPL will be 20 per annum. Consequent upon receiving applications from concerned students, concerned State Governments/UT Admns., should scrutinize them for determining their eligibility under the Scheme and thereafter intimate the number of eligible applications for CPL training (with their names) for each financial year to Ministry of Social justice & Empowerment (their applications need not be sent to the Ministry). Upon receipt of such information, Ministry of Social Justice & Empowerment will give clearance to the concerned States/UTs on the first come first-serve basis upto 20 awards for the country as a whole. The selected candidates will be provided a maintenance allowance at rates applicable to Group 'A'

courses, i.e. Rs. 750 per month for hostlers and Rs. 350 per month for day scholars. In addition, an amount of Rs.5000/- per flying hour in single/multiengine aircraft for 200 hours will be paid. No other component of expenditure will be admissible for CPL courses under the scheme. The expenditure of the selected candidates will be paid/borne by the concerned State Government/UT Admn. out of their central allocation of funds.

Note 2: Scholars who are entitled to free boarding and/or lodging will be paid maintenance charges at 1/3rd of hostellers' rate.

ii) Reader Charges for blind students (Blind Scholars)

The blind scholars will be given additional amount as 'Readers Charges' as mentioned below:-

Group	Reader Allowance (Rs. P.m.)
Group A,B	175
Group C	130
Group D	90

iii) Fees

Scholars will be paid enrolment/registration, tuition, games, union, library, magazine, medical examination and such other fees compulsorily payable by the scholar to the institution or University/Board. Refundable deposit-like caution money, security deposit will, however, be excluded.

iv) Study Tours

Study tour charges upto a maximum of Rs. 900/- per annum limited to the actual expenditure incurred by the student on transportation charges etc., will be paid to the scholars studying professional and technical courses, provided that the head of the institution certifies that the study tour is essential for the scholar for completion of his/her course of study.

v) Thesis Typing /Printing charges

Thesis typing/printing charges upto a maximum of Rs. 1000 will be paid to research scholars on the recommendation of the Head of the Institution.

V. SELECTION OF CANDIDATES

All the eligible Other Backward Classes candidates will be given scholarships subject to the condition of eligibility prescribed in para III of this Scheme. Candidates belonging to one State, but studying in another State, will be awarded scholarship by the State to which they belong and will submit their applications to the competent authorities in that State. In the matter of exemption from fees or other concessions also, they will be treated as if they were studying in their own State.

VI. DURATION AND RENEWAL OF AWARDS

- i. The award once made will be tenable from the stage at which it is given to the completion of course subject to good conduct and regularity in attendance. It will be renewed from year to year provided that within a course, which is continuous for a number of years, the scholar secures promotion to the next higher class irrespective of the fact whether such examinations are conducted by a University or the Institution.

- ii. If an OBC scholar pursuing Group A course fails in the examination for the first time, the award may be renewed. For second and subsequent failures in any class the student shall bear his/her own expenses until he/she secures promotion to the next higher class.
- iii. If a scholar is unable to appear in the annual examination owing to illness and or on account of any other unforeseeable event, the award may be renewed for the next academic year on submission of medical certificate and/or other required sufficient proof to the satisfaction of the Head of the Institution and his/her certifying that the scholar would have passed had he appeared in the examination.
- iv. If according to the Regulations of a University/Institution, a student is promoted to the next higher class even though he/she may not have actually passed in lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

VII. PAYMENT

- i. Maintenance charges shall be payable from 1st April or from the month of admission, whichever is later, to the month in which the examination are completed at the end of the academic year.(including maintenance during holidays) provided that if the scholar secures admission after the 20th day of a month, the amount will be made from the month following the month of admission.
- ii. In case of renewal of scholarships awarded in the previous years, maintenance charges will be paid from the month following the month up to which scholarship was paid in the previous year, if the course of study is continuous.
- iii. All scholars are expected to purchase the necessary text books, stationary etc., out of the maintenance allowance sanctioned. If it is reported by the Head of the concerned Institution that a scholar is without text-books stationary etc., the value of the scholarship may be reduced at the discretion of the authority sanctioning the scholarship.
- iv. The scholarship money will be paid to the selected students by the government of the State/Union Territory's Administration to which they belong in accordance with the procedure laid down by them in this regard.
- v. Scholarship will not be paid for the period of internship/ housemanship in the M.B.B.S. course or for a practical training in other course if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.

VIII. MODE OF DISBURSAL OF SCHOLARSHIP

In order to ensure timely payment of scholarship amount to the beneficiaries, the State Government/UT administrations are requested to avoid cash payment of scholarship amount and are required to issue instructions to all concerned that payment of scholarship should be made to beneficiaries through their accounts in post offices/banks with phased transition to Smart Cards.

IX. OTHER CONDITIONS FOR THE AWARD

- i. The scholarship is dependent on the satisfactory progress and conduct of the scholars. If it is reported by the Head of the Institution at any time that a scholar has, by reasons of his/her own act or default, failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority

- sanctioning the scholarships may either cancel the scholarships or stop or withhold further payment of such period as it may think fit.
- ii. If a student is found to have obtained a scholarship by false statement his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for scholarship in any scheme for ever.
 - iii. A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship were originally awarded or changes the institution of study, without prior approval of the State Government. The Head of the Institution shall report such cases to them and stop payment of the scholarship money. The amount already paid may also be recovered at the discretion of the State Government.
 - iv. A scholar is liable to refund the scholarship amount at the discretion of the State Government, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
 - v. The provisions of the scheme can be changed at any time at the discretion of the Government of India.

X. ANNOUNCEMENT OF THE SCHEME

All the State Governments/UT Admns. will announce in May-June, the details of the Scheme and invite applications by issuing an advertisement in the leading newspapers of the State and through other media outfits. All requests for application forms and other particulars should be addressed to the concerned State/UT to which students actually belong. The applicant should submit the completed application to the prescribed authority before the last date prescribed for receipt of applications.

XI. PROCEDURE FOR APPLYING

- i) An application for scholarship to the prescribed authority should comprise:
 - a. One copy of the application for scholarship in the prescribed form (separate application form may be prescribed by concerned State Government/UT for 'fresh' and 'renewal' scholarship).
 - b. One copy of the passport size photograph with signatures of the student thereon (for fresh scholarship)
 - c. One attested copy each of certificates/diploma/degree etc., in respect of all examination passed
 - d. A certificate (in original) of Caste signed by an authorized Revenue Officer not below the rank of Tehsildar.
 - e. An income declaration by the parents/guardians, stating definite income from all sources by way of income certification from employer along with the affidavit on non-Judicial Stamp Paper.
 - f. A receipt in acknowledgement of the scholarship in the previous year on the form attached to the application only duly countersigned by the Head of the Institution concerned, if the applicant was in receipt of a scholarship under this Scheme in the preceding year.
- ii) Application complete in all respect shall be submitted to the Head of the Institution being attended or last attended by the candidates and shall be addressed to an officer specified for this purpose by the Government of State/Union Territory to which the student belongs in accordance with the instructions issued by them from time to time.

XII. 'FUNDS-LIMITED' NATURE OF THE REVISED SCHEME AND PROCEDURE FOR CAPPING

Even under the existing PMS-OBC Scheme, due to budgetary constraint, in practice, it has not been possible for the Central Government to provide assistance for giving scholarship to all eligible students. Therefore, a notional allocation (NA) under the Scheme was being conveyed at the beginning of the financial year since 2008-09 to States/UTs having OBC population, in proportion to their total population as per census and they were being requested to send proposals within the NA. This is now being formalized under the revised Scheme, as per broad procedure outlined below:-

- i. At the beginning of the financial year, notional allocation(NA) of funds of States/UTs will be made by this Ministry, from the overall annual outlay of the Scheme, on the basis of population of each State/UT, excluding States/UTs having no notified list of OBCs (viz. Arunachal Pradesh, Meghalaya, Mizoram, Nagaland and Lakshadweep).
- ii. States/UTs will sub-allocate their NA, district-wise and group-wise, for all non-professional courses. However, such sub-allocation would not be necessary for professional courses, as institutions of professional education tend to be concentrated in major cities/centres. The State Government is expected to lay down criteria for selection for award of scholarship under both types of courses ♦ professional and non-professional, to the extent of available funds, based on merit-cum-means.
- iii. States will earmark at least 25% of the total outlay under the Scheme for Group D courses which include, Class-XI and XII and all other post-matriculation level non-degree courses, diploma courses in polytechnics etc. Such earmarking would encourage more OBC students to join entry-level courses of tertiary education which would enable them subsequently to take up courses leading to higher qualifications.
- iv. States/UTs will incur expenditure under the Scheme at least to the extent of "Central assistance or NA plus their committed liability", and should normally limit the number of scholarships accordingly. However, they would be free to allocate funds from the State-Plan, over and above the level of their committed liability plus the Central Assistance received, for funding additional scholarships under the Scheme. Any such additional expenditure will have to be borne by the State Government/UT Administration itself, over and above their committed liability, and will generally not be eligible for reimbursement from the Centre. However, additional expenditure incurred by a State/UT beyond the level of Central Assistance may be considered for reimbursement by the Central Government, to the extent of availability of savings (mainly from States which are not able to fully avail of their notional allocation, for any reason), towards the end of a financial year.
- v. Central assistance given to a State/UT would have to be first utilized to cover renewal cases (i.e students already awarded scholarships during the previous years against Central Assistance), and only the balance amount left may be utilized to cover new cases.

The above lays down the broad principles and procedure for implementing the "Capping" feature. Each State Government may work out its State-specific detailed modalities for implementing the ♦Capping♦ feature of the revised PMS-OBC Scheme, keeping in view the above broad principles/procedure and its own circumstances, and send to this Ministry guidelines issued and any amendments thereto, in this behalf to the implementing agencies.

XIII. FUNDING PATTERN OF THE SCHEME

The Scheme is implemented by the State Governments and Union Territories, which receive 100% central assistance from Government of India under the Scheme, over and above their respective Committed Liability. The level of Committed Liability of respective State Governments/Union Territory Administrations for a year is equivalent to the level of actual expenditure incurred by them under the Scheme during the terminal year of the last Five Year Plan Period and is required to be borne by them for which they are required to make required provision in their own budget. However, the North Eastern States have been exempted from making their own budgetary provisions towards Committed Liability.

XIV. TRANSFER OF ADDITIONAL COMMITTED LIABILITY TO STATES

Under Centrally Sponsored Schemes, recurring expenditure of the terminal year of a Five Year Plan gets transferred to States as their committed liability, from the first year of the next Five Year Plan. In the instant case, however, as the revision is taking place in the last year of the XI Five Year Plan, Government of India have decided, as a special case, that **additional committed liability arising on account of the revision of the Scheme w.e.f. 01.07.2011 shall be passed on to the States/UTs at the end of the XII Five Year Plan (i.e. w.e.f. 01.04.2017) and not at the end of the XI Plan.** However, committed liability as per old scholarship rates, at the end of the XI Plan, will get transferred to States/UTs with effect from 1.4.2012, as per past practice.

XV. MONITORING

The monitoring of the financial and physical performance of the Scheme will be done through seeking detailed information from the Agencies implementing the Scheme. On the physical aspects the Agencies implementing the Scheme will be required to furnish Quarterly Progress Reports regarding the number of beneficiaries receiving award under the Scheme, both class-wise and gender-wise. On the financial side, details of actual expenditure incurred during the last financial year and expenditure proposed for the present financial year will be submitted by the Agencies concerned. The Agencies implementing the scheme will also be insisted upon to submit the latest audited accounts.

XVI. EVALAUTION

The Ministry of Social Justice & Empowerment may get the scheme evaluated by entrusting a research study to reputed institutions/agencies, on the performance of the Scheme in different parts of the country, under this Ministry's Scheme of Research and Training.

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